AGENDA

Consolidated Regular Meeting

City Council Chamber - 1243 National City Boulevard, National City, CA

Ron Morrison, Mayor
Marcus Bush, Vice-Mayor – District 4
Luz Molina, Councilmember- District 1
Jose Rodriguez, Councilmember -District 2
Ditas Yamane, Councilmember – District 3

Scott W. Huth, Interim City Manager
Alejandro Hernandez, Acting City Manager
Barry J. Schultz, City Attorney
Shelley Chapel, MMC, City Clerk

The City Council also sits as the City of National City Community Development Commission, Housing Authority, Joint Powers Financing Authority, and Successor Agency to the Community Development Commission as the National City Redevelopment Agency

Thank you for participating in local government and the City of National City Council Meetings.

Meetings: Regular City Council Meetings are held on the first and third Tuesday of the month at 6:00 p.m. Special Closed Session Meetings and Workshops may be same day, the start time is based on needs. Check Special Agendas for times.

Location: Regular City Council Meetings are held in the Council Chamber located at City Hall, 1243 National City Boulevard, National City, CA 91950, the meetings are open to the public.

Agendas and Material: Agendas and Agenda Packet for items listed are available on the City website, and distributed to the City Council no less than 72 hours before the City Council Meeting. Sign up for E-Notifications to receive alerts when items are posted.

Public Participation: Encouraged in a number of ways as described below. Members of the public may attend the City Council Meeting in person, watch the City Council Meeting via live web stream, or participate remotely via Zoom. Recording of Meetings are archived and available for viewing on the City's website.

To listen to the live stream in Spanish, you must register for Zoom prior to the meeting for access.

All Zoom registration must be completed **two (2)** hours prior to the City Council Meeting for access.

Public Comment: Persons wishing to address the City Council on matters not on the agenda may do so under Public Comments. Those wishing to speak on items on the agenda may do so when the item is being considered. Please submit a Speaker's Slip to the City Clerk before the meeting or immediately following the announcement of the item. All comments will be limited up to three (3) minutes. The Presiding Officer shall have the authority to reduce the time allotted to accommodate for a large number of speakers. *(City Council Policy 104)*

All written comment must be submitted no later than **four (4)** hours prior to the start of the meeting to allow time for distribution to the City Council.

EFFECTIVE JANUARY 1, 2023

All Contributions to Candidates and Current Elected Officials are required to self-report a Declaration of Campaign Contribution to a Councilmember of more than $250 within the past year (effective Jan 1, 2023). This report may be included on the Public Comment Speaker Slip to be completed prior to the City Council Meeting.

Spanish Interpretation Services: Spanish Interpretation Services are available; please contact the City Clerk before the start of the meeting for assistance. clerk@nationalcityca.gov

American Disabilities Act Title II: In compliance with the American Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Title II. Any person with a disability who requires a modification or accommodation to participate in a meeting should direct such request to the City Clerk's Office (619) 336-4228 at least 24 hours in advance of the meeting.

AGENDA

Consolidated Regular Meeting

City Council Chamber - 1243 National City Boulevard, National City, CA

Ron Morrison, Mayor
Marcus Bush, Vice-Mayor – District 4
Luz Molina, Councilmember- District 1
Jose Rodriguez, Councilmember -District 2
Ditas Yamane, Councilmember – District 3

Scott W. Huth, Interim City Manager
Alejandro Hernandez, Acting City Manager
Barry J. Schultz, City Attorney
Shelley Chapel, MMC, City Clerk

The City Council also sits as the City of National City Community Development Commission, Housing Authority, Joint Powers Financing Authority, and Successor Agency to the Community Development Commission as the National City Redevelopment Agency

Gracias por participar en las reuniones del gobierno local y del Consejo de la Ciudad de National City.

Reuniones: Las reuniones regulares del Consejo Municipal se llevan a cabo el primer y tercer martes del mes a las 6:00 p.m. La reunión especial de sesión privada y los talleres pueden ser el mismo día, la hora de inicio se basa en las necesidades. Consulte las agendas especiales para conocer los horarios.

Ubicación: Las reuniones regulares del Concejo Municipal se llevan a cabo en la Cámara del Consejo ubicada en el Ayuntamiento, 1243 National City Boulevard, National City, CA 91950, las reuniones están abiertas al público.

Agendas y Material: Las Agendas y el Paquete de Agenda para los temas enumerados están disponibles en el sitio web de la Ciudad y se distribuyen al Concejo Municipal no menos de 72 horas antes de la Reunión del Concejo Municipal. Regístrese para recibir notificaciones electrónicas cuando se publiquen artículos.

Participación pública: Se fomenta de varias maneras como se describe a continuación. Los miembros del público pueden asistir a la Reunión del Concejo Municipal en persona, ver la Reunión del Concejo Municipal a través de la transmisión web en vivo o participar de forma remota a través de Zoom. Las grabaciones de las reuniones están archivadas y disponibles para su visualización en el sitio web de la Ciudad.

Para escuchar la transmission en Español, registration por Zoom es requerido antes del comienzo de la sesión.

Todo registro para la trasmisión por Zoom debe completarse **dos (2)** horas antes de la Reunión del Concejo Municipal.

Comentario Público: Las personas que deseen dirigirse al Concejo Municipal sobre asuntos que no están en la agenda pueden hacerlo bajo Comentarios públicos. Quienes deseen hacer uso de la palabra sobre los temas del programa podrán hacerlo cuando se esté examinando el tema. Por favor, envíe una solicitud del orador al Secretario de la Ciudad antes de la reunión o inmediatamente después del anuncio del artículo. Todos los comentarios estarán limitados a tres (3) minutos. El Presidente tendrá la autoridad para reducir el tiempo asignado para dar cabida a un gran número de oradores. (Política del Concejo Municipal 104)

Si desea enviar comentarios por escrito, envíe un correo electrónico a la Oficina del Secretario de la Ciudad al menos 1 hora antes de la Reunión del Consejo Municipal para dar tiempo a la distribución al Consejo Municipal.

Todos comentarios deben estar sometidos a más tardar **cuatro (4)** horas antes del comienzo de la sesión.

A PARTIR DEL 1 DE ENERO DE 2023

Todas las contribuciones a los candidatos y funcionarios electos actuales deben autoinformar una Declaración de contribución de campaña a un concejal de más de $ 250 en el último año (a partir del 1 de enero de 2023). Este informe puede incluirse en el Recibo del orador de comentarios públicos que se completará antes de la reunión del Concejo Municipal

Servicios de interpretación en español: Los servicios de interpretación en español están disponibles, comuníquese con el Secretario de la Ciudad antes del inicio de la reunión para obtener ayuda.

Título II de la Ley de Discapacidades Americanas: En cumplimiento con la Ley de Discapacidades Americanas de 1990, las personas con discapacidad pueden solicitar una agenda en formatos alternativos apropiados según lo requerido por el Título II. Cualquier persona con una discapacidad que requiera un modificación o adaptación para participar en una reunión debe dirigir dicha solicitud a la Oficina del Secretario de la Ciudad (619) 336-4228 al menos 24 horas antes de la reunión.

State of California)
)ss.
County of San Diego)

AFFIDAVIT OF POSTING

I, Shelley Chapel, MMC, City Clerk of the City of National City, hereby declare under penalty of perjury that this notice of a Regular Meeting was called by the City Council of the City of National City was posted and provided on Thursday, November 13, 2025, at 6:00 p.m. Said meeting to be held Tuesday, November 18, 2025, at 6:00 p.m. in the City Hall, City Council Chambers, 1243 National City Blvd., in the City of National City, California. Said notice was posted on the Bulletin Boards in front of City Hall and the Library.

Shelley Chapel

Shelley Chapel, MMC, City Clerk

AGENDA

Consolidated Regular Meeting

Tuesday, November 18, 2025, 6:00 p.m.
City Council Chamber - 1243 National City Boulevard
National City, CA

Pages

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. INVOCATION

5. PUBLIC COMMENT

   In accordance with State law, an item not scheduled on the agenda may be brought forward by the general public for comment; however, the City Council will not be able to discuss or take action on any issue not included on the agenda. Speakers will have up to three (3) minutes.

6. PRESENTATION (Limited to Five (5) Minutes each)

   6.1 National City Planning Commission and Housing Advisory Committee Annual Report 2025 — 5

7. REGIONAL BOARDS AND COMMITTEE REPORTS (Limited to Five (5) Minutes each)

   Per Government Code Section 53232.3(d) also known as AB1234:

   Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

8. CONSENT CALENDAR

   The Consent Calendar may be enacted in one motion by the City Council with a Roll Call Vote without discussion unless a Councilmember, a member of the Public, or the City Manager requests an item be removed for discussion. Items removed from the Consent Calendar will be considered immediately following the adoption of the Calendar.

8.1 Approval of Reading by Title Only and Waiver of Reading in Full of Ordinance on this Agenda

8.2 Approval of the City Council Meeting Minutes. 10

Recommendation:
Approve and file.

8.3 Acceptance of a Grant from the San Diego Seniors Community Foundation to Support Holiday-Themed Programming for Older Adults. 30

Recommendation:
Adopt the Resolution Entitled: “Resolution of the City Council of the City of National City, California, Authorizing the City Manager or His Designee to Accept the San Diego Seniors Community Foundation Grant in the Amount of $5,000 to Support Holiday-Themed Programming for Older Adults at the Kimball Senior Center and Authorizing the Establishment of Appropriations and a Corresponding Revenue Budget in the Amount of $5,000.”

8.4 Amending City Council Policy Nos. 101, 107, 121, 201, 203, 204, 206, 502, 703, and 707. 35

Recommendation:
Adopt a Resolution Entitled, “Resolution of the City Council of the City of National City, California, Amending City Council Policy Nos. 101,107, 121, 201, 203, 204, 206, 502, 703, and 707.”

8.5 Authorization to Enter into a Grant Agreement with the County of San Diego for the Community Enhancement Program in the Amount of $20,000 for the “A Kimball Holiday” Event. 106

Recommendation:
Adopt a Resolution Entitled: “Resolution of the City Council of the City of National City, California**,** Authorizing the City Manager or Designee to Execute a Grant Agreement with the County of San Diego through its Community Enhancement Program in the Amount of $20,000 to Fund Enhancements for the “A Kimball Holiday” Event, and Authorizing the Establishment of Appropriations and a Corresponding Revenue Budget in the Amount of $20,000.”

8.6 California Library Adult and Family Literacy Services Grant Funds Acceptance. 116

Recommendation:
Adopt a Resolution Entitled, “Resolution of the City Council of the City of National City, California, Authorizing the City Manager or His Designee to Accept the California Library Literacy Services (CLLS) Grant of $69,147 to Fund the National City Public Library’s Literacy Services Programs for Fiscal Year 2026 and Authorizing the Establishment of a Library Grants Fund Appropriation and Corresponding Revenue Budget in the Amount of $69,147.”

8.7 Department of Alcoholic Beverage Control – Office of Traffic Safety Award of $30,000 to the National City Police Department 121

Recommendation:
Adopt the Resolution Entitled, “Resolution of the City Council of the City of National City, California, Authorizing the Acceptance of the Department of Alcoholic Beverage Control’s Minor Decoy/Shoulder Tap Grant Project Funds in the Amount of $30,000, Funded by the California Office of Traffic Safety through the National Highway Traffic Safety Administration, and Authorizing the Establishment of a Fiscal Year 2026 Appropriation and Corresponding Revenue Budget in the Amount of $30,000.”

8.8 Dispense with Certain City Council Meeting Scheduled for December 16, 2025, Per City Council Policy No. 104. 136

Recommendation:
Approve by City Council Motion to Dispense with December 16, 2025 Meeting as Recommended by Staff.

8.9 2026 Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) Grant Number PT26055 in the Amount of $155,000. 137

Recommendation:
Adopt the Resolution Entitled, “Resolution of the City Council of the City of National City, California, Authorizing the Acceptance of the 2026 Office of Traffic Safety Selective Traffic Enforcement Program Grant in the Amount of $155,000 and Authorizing the Establishment of an Appropriation and Corresponding Revenue Budget in the Amount of $155,000.”

8.10 Warrant Register No. 13 for the Period of 9/19/25 through 9/25/25 in the Amount of $3,511,912.75 186

Recommendation:
Ratify Warrants Totaling $3,511,912.75.

8.11 Warrant Register No. 14 for the Period of 9/26/25 through 10/2/25 in the Amount of $2,328,365.09 194

Recommendation:
Ratify Warrants Totaling $2,328,365.09.

8.12 Warrant Register No. 15 for the Period of 10/3/25 through 10/9/25 in the Amount of $2,265,263.50 211

Recommendation:
Ratify Warrants Totaling $2,265,263.50.

9. PUBLIC HEARING

The following item(s) have been advertised as public hearing(s) as required by law.

9.1 Second Reading and Adoption of Multiple Ordinances Amending the National City Municipal Code Chapters 15.08, 15.14, 15.20, 15.24, 15.75, 15.78 and 15.79 Related to California Codes for Electrical, Energy, Building, Plumbing, and Mechanical. 218

Recommendation:
Adopt the Ordinances for the 2025 California Building Code; the 2025 California Residential Code; the 2025 California Existing Building Code; the 2025 California Electrical Code and 2023 National Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code; the 2025 California Green Building Standards Code; and all Appendices Related to These Codes.

10. STAFF REPORTS

10.1 Approval of the Revision of the Information Technology Technician Classification 268

Recommendation:
Adopt a Resolution Entitled, “Resolution of the City Council of the City of National City, California, Revising the Job Description for the Information Technology Technician Classification to Reflect Current Duties, Responsibilities, and Technology Standards.

10.2 AP Triton EMS Transportation & Optimization Study 272

Recommendation:
Adopt the Resolution Entitled, “Resolution of the City Council of the City of National City, California, Accepting the Emergency Medical Services (EMS) Transportation & Optimization Study Conducted by AP Triton Consulting and Directing the City Manager to Pursue the Development of a Municipal Ambulance Transport System.”

11. CITY MANAGER’S REPORT

12. ELECTED OFFICIALS REPORT

13. CITY ATTORNEY REPORT

14. ADJOURNMENT

Regular Meeting of the City Council of the City of National City - Tuesday, December 2, 2025 - 6:00 p.m. - Council Chambers - National City, California.



City of National City

NATIONAL CITY PLANNING COMMISSION &

HOUSING ADVISORY COMMITTEE ANNUAL REPORT (FY 25)

Meeting Statistics (FY 25)

2024

- Planning Commission Meetings
  - 5
- Joint Planning Commission & Housing Advisory Meetings
  - 1

2025

- Planning Commission Meetings
  - 3

Commission Action

- Conditional Use Permit (7)
  - Grocery & Restaurant Alcohol Sales
  - Gas station mixed-use (denial)
- Code Amendment (1)
  - Zoning Map Change
- Coastal Development Permit (1)
  - CUP for alcohol
- Subdivision (2)
  - East 21st Street (2 lots)
  - Van Ness Avenue (2 lots)
- Zone Variance (1)
  - New SFR
- Street Vacation (1)
  - Orange Avenue

Highlights

- Bylaws
  - Review & Update
- Training
  - Process & Procedures (Attorney)
  - Planning Commissioner Academy (3)
- Membership
  - Resignation (1)
  - New appointee – 7 members

TOGETHER WE PLAN NATIONAL CITY



Questions?

AGENDA REPORT

Department: City Clerk's Office
Prepared by: Shelley Chapel, MMC, City Clerk
Meeting Date: Tuesday, November 18, 2025
Approved by: Scott W. Huth, Interim City Manager

SUBJECT:
Approval of the City Council Meeting Minutes.

RECOMMENDATION:
Approve and file.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
Meeting Minutes:

Special City Council Meeting – Closed Session of October 21, 2025
Regular City Council Meeting of October 21, 2025
Special City Council Meeting – Closed Session of October 24, 2025

FINANCIAL STATEMENT:
Not Applicable.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A - Special City Council Meeting – Closed Session of October 21, 2025 – Meeting Minutes
Exhibit B - Regular City Council Meeting of October 21, 2025 – Meeting Minutes
Exhibit C - Special City Council Meeting – Closed Session of October 24, 2025 – Meeting Minutes

SPECIAL MEETING MINUTES OF THE CITY COUNCIL

October 21, 2025, 4:00 p.m.
City Council Chamber - 1243 National City Boulevard
National City, CA

Present:
Councilmember Molina
Councilmember Rodriguez *(via Zoom)*
Councilmember Yamane
Vice-Mayor Bush *(arrived 4:13 p.m.)*
Mayor Morrison

Others Present:
Barry J. Schultz, City Attorney
Richard Romero, Assistant City Attorney
Shelley Chapel, City Clerk
Alicia Hicks, Director of Human Resources
Bruce Foltz, Director of Finance
Martin Reeder, Acting Director of Community Development
Tonya Hussain, Deputy City Clerk
Angelita Palma, Community Development Manager

---

1. CALL TO ORDER

A Special Meeting of the City Council of the City of National City was called to order at 4:03 p.m. via teleconference and in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

AB 2449 Request:

Councilmember Rodriguez requested to attend the meeting virtually due to "Just Cause. "

City Clerk Chapel confirmed that at least a quorum of the legislative body was present at the location of the meeting in City Council Chamber as identified on the agenda.

This was the first virtual City Council Meeting Councilmember Rodriguez had attended in 2025 under the AB 2449 provision. Councilmember Rodriguez stated that no one over the age of 18 was in the same location as he.

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina, to approve Councilmember Rodriguez's request to participate remotely due to "Just Cause," under AB 2449. The motion was approved unanimously by those present. Vice-Mayor Bush was absent.

2. ROLL CALL

Councilmembers present: Molina, Rodriguez *(via Zoom)*, Yamane, Bush *(arrived at 4:13 p.m.)*, Morrison

3. PLEDGE OF ALLEGIANCE TO THE FLAG

Councilmember Molina led the Pledge of Allegiance.

4. PUBLIC COMMENT (Public Comment will be restricted to Agenda Items Only)

No Public Comment.

5. CLOSED SESSION

Members retired into Closed Session at 4:11 p.m. and returned at 6:06 p.m. with all members present in attendance: Bush (arrived at 4:13 p.m.), Rodriguez (via Zoom), Yamane, Morrison, Molina, Huth, Foltz, Hicks, Romero, and Schultz.

5.1 CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6
Employee Organizations:
Municipal Employees' Association (SEIU, Local 221), and
Police Officers Association (POA),
Unrepresented Groups: Executive, Confidential, and Management
Agency Designated Representatives:
Steven Berliner (Labor Negotiator)
Scott Huth (Interim City Manager)
Steve Manganiello (Director Eng/PW Director)
Bruce Foltz (Finance Director)
Alicia Hicks (Human Resources Director)

Labor Negotiator Berliner entered Closed Session at 4:11 p.m. and left at 5:10 p.m.
Hicks and Foltz left Closed Session at 5:10 p.m. and Romero left Closed Session at 5:11 p.m.

5.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code Section 54956.9
Property: 921, 925 and 929 National City Boulevard, CA 91950 (APN's 556-471-03 and 556-471-04)
Agency Negotiation: City of National City
Negotiating Parties: Scott Huth (Interim City Manager), Angelita Palma (Community Development Manager)
Under Negotiation: Instruction to Negotiate

Palma and Reeder entered Closed Session at 5:11 p.m. and left at 5:37 p.m.

5.3 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(2)
Number of Potential Cases: 1

5.4 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(2)
Number of Potential Cases: 1
Circumstances: City Council Item #11.1 on September 16, 2025, Demand to Cure Letter from Neighborhood Market Association

To be reported out at the Regular City Council Meeting following this meeting at 6:00 p.m.

6. ADJOURNMENT

Mayor Morrison adjourned to the Regular Meeting of the City Council of the City of National City, Tuesday, October 21, 2025, 6:00 p.m. in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

The meeting adjourned at 6:06 p.m.

_____

Shelley Chapel, MMC, City Clerk

The foregoing minutes were approved at the Regular Meeting of November 18, 2025.

_____

Ron Morrison, Mayor

REGULAR MEETING MINUTES OF THE CITY COUNCIL

October 21, 2025, 6:00 p.m.
City Council Chamber - 1243 National City Boulevard
National City, CA

Present:	**Vice-Mayor Bush** **Councilmember Rodriguez** *(via Zoom)* **Mayor Morrison** **Councilmember Molina** **Councilmember Yamane**
Others Present:	**Scott Huth, Interim City Manager** **Barry J. Schultz, City Attorney** **Shelley Chapel, City Clerk** **Christopher Sullivan, Police Captain** **Alicia Hicks, Director of Human Resources** **Tonya Hussain, Deputy City Clerk** **Martha Juarez, Assistant Director of Engineering/Public Works** **Sergio Mora, Fire Chief**

---

1. CALL TO ORDER

A Regular Meeting of the City Council of the City of National City was called to order at 6:16 p.m. via teleconference and in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

AB 2449 Request:

Councilmember Rodriguez requested to attend the meeting virtually due to "Just Cause."

City Clerk Chapel confirmed that at least a quorum of the legislative body was present at the location of the meeting in City Council Chamber as identified on the agenda.

This was the first virtual City Council Meeting Councilmember Rodriguez had attended in 2025 under the AB 2449 provision. Councilmember Rodriguez stated that no one over the age of 18 was in the same location as he.

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Yamane, to approve Councilmember Rodriguez's request to participate remotely due to "Just Cause," pursuant to AB 2449. Motion passed by roll call vote.

2. ROLL CALL

Councilmembers present: Molina, Rodriguez *(via Zoom*), Yamane, Bush, Morrison

Interpretation in Spanish provided by Carlos Diaz, Ruth Monroy and Luisa Diaz de Leon.

3. PLEDGE OF ALLEGIANCE TO THE FLAG

Vice-Mayor Bush led the Pledge of Allegiance.

4. INVOCATION

Invocation delivered by Pastor Xose y Ofelia Escamilla, Casa de Oracion, National City.

Councilmember Rodriguez left the dais at 6:28 p.m. and returned at 7:02 p.m.

5. PUBLIC COMMENT

Mayor Morrison summarized the process for acceptance of live public comment allowing two (2) minutes per comment and introduced City Clerk Chapel.

In-person comment:
Paul Wapnowski
Yareli Cruz
Jon Alva
Brian Clapper
Larry Emerson
Ted Godshalk
Daniel Kim
MPV - Micaela Polanco
MLM - Luisa McCarthy
Alisha Morrison
Doyle Morrison
Carina
Geoffrey Schrock
Liliana Armenta

Virtual comment:
Becky Rapp
Judi Strang
Madison Rapp

Written comment:
David Garcia - Unregulated Car Cruising
David Garcia - Resident Leaving Cat Food in Public Areas
Ted Godshalk - Meetings
Michael Aguirre on Behalf of Micaela Polanco and Luisa McCarthy

Councilmember Molina left the dais at 6:55 p.m. and returned at 6:57 p.m.

TECHNICAL NOTE: Interpreters were experiencing technical difficulties during the hours of 6:00 p.m. and 8:00 p.m. Comments may be heard on the video of the meeting, however, not all interpretations were provided due to loss of connection with services.

6. PROCLAMATIONS AND RECOGNITION

6.1 Proclamation - Filipino American History Month

Mayor Morrison presented the Proclamation to Councilmember Yamane on behalf of the Filipino American Community recognizing Filipino American History Month.

7. REGIONAL BOARDS AND COMMITTEE REPORTS (Limited to Five (5) Minutes each)

Councilmember Rodriguez shared discussions that were had at the MTS Public Safety Committee Meeting regarding fares and making the transit system safer.

Councilmember Yamane had nothing to report.

Councilmember Molina discussed an upcoming Board of Directors Meeting for SANDAG, reporting that herself as well as the two alternates for the City would not be in attendance due to a scheduled Special Meeting for interviews for the City Manager.

Vice-Mayor Bush reported attendance at an MTS Board Meeting, where Operations Plans, routes, fare increases, and the 12th and Imperial Avenue Terminal and affordable units were discussed.

Mayor Morrison provided an update on the Regional Solid Waste Association Meeting.

8. CONSENT CALENDAR

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Molina to approve the Consent Calendar with the exception of Items 8.3, 8.5, 8.7, 8.9, 8.10, 8.11, and 8.12.

Motion carried by unanimous roll-call vote with the exception of Item 8.6 where Councilmember Yamane voted No.

Councilmember Rodriguez left the dais at 7:12 p.m. - 7:27 p.m.

8.1 Approval of Reading by Title Only and Waiver of Reading in Full of Ordinance on this Agenda

Motion carried by unanimous roll-call vote.

8.2 Approval of the City Council Meeting Minutes.

Approve and file.

Motion carried by unanimous roll-call vote.

Item pulled for public comment.

8.3 Authorize the Purchase of Two (2) Chevrolet Tahoe Vehicles for the National City Police Department

Adopted Resolution No. 25-142.

Public Comment: Thomas Rike.

Recommendation: Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California,

1) Waiving the Formal Bid Process Pursuant to National City Municipal Code Section 2.60.260 Regarding Cooperative Purchasing and Authorizing the City to Piggyback onto State of California Contract # 1-22-23-23D with Winner Chevrolet for the Purchase of Two 2025 Chevrolet Tahoe Police Pursuit Vehicles in a Not-To-Exceed Amount of $126,000 for the National City Police Department; and 2) Authorizing the City Manager to Approve Adjustments of up to $12,600 to the Not-To-Exceed Amount for the Purchase as a 10% Contingency for Unforeseen Fluctuations in Pricing."

ACTION: Motion by Councilmember Molina, seconded by Councilmember Yamane to adopt the resolution.

Motion carried by unanimous roll-call vote.

8.4 Awarding a Contract to Fernando Araiza dba His Construction Company for the National City Police Department Investigations Capacity Expansion Project, CIP No. 25-15.

Adopted Resolution No. 2025-143.

Recommendation: Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, 1) Awarding a Contract to Fernando Araiza dba His Construction Company in the Not-To-Exceed Amount of $248,169 for the National City Police Department Investigations Capacity Expansion Project, CIP No. 25-15; 2) Authorizing the Establishment of an Appropriation of $200,000 for the Project in the Development Impact Fees Fund (Police); 3) Authorizing a 15% Contingency in the Amount of $37,226 for any Unforeseen Changes; and 4) Authorizing the Mayor to Execute the Contract."

Motion carried by unanimous roll-call vote.

Item pulled for public comment.

8.5 Increases to Salaries and Benefits for Executive, Management, and Confidential Groups.

Adopted Resolution No. 2025-144.

Public Comment: Thomas Rike.

Recommendation: Adopt the Resolution Entitled, “Resolution of the City Council of the City of National City, California, Approving Salary and Benefit Changes for the Executive, Management, and Confidential Employee Groups and Authorizing a Fiscal Year 2025-2026 Budget Appropriation in the Amount of $1,204,317 to Fund the Stated Salary and Benefit Increases.”

ACTION: Motion by Councilmember Yamane, seconded by Vice-Mayor Bush to approve only the Confidential Group with the Executive and Management Group portion to return at a future date.

Motion carried by unanimous roll-call vote.

8.6 Notice of Decision – Planning Commission Approval of a Zone Variance (ZV) for a Less-Than-Required Street Wall for a Proposed Development at a Property Located at 3040 East 16th Street.

Recommendation: Staff Recommends Approval of the Request for a Zone Variance, Subject to the Recommended Conditions in the Attached Planning Commission Resolution No. 2025-09, and a Determination that the Project is Exempt from CEQA. The Granting of a Zone Variance is Allowable with Findings Pursuant to Section 18.12.120 of the Land Use Code.

Motion carried by 3-1 roll-call vote with Councilmember Rodriguez absent.

Ayes: Molina, Bush, Morrison
Nays: Yamane
Absent: Rodriguez

Item pulled for public comment.

8.7 Regional Cooperative Care Partnership Dissolution

Adopted Resolution No. 2025-145.

Public Comment: Thomas Rike.

Recommendation: Adopt the Resolution Entitled “Resolution of the City Council of the City of National City, California, Amending and Terminating the Regional Cooperative Care Partnership (“RCCP”) Joint Exercise of Powers Agreement and Dissolving the RCCP Effective December 31, 2025.”

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Molina to adopt the resolution.

Motion carried by unanimous roll-call vote.

8.8 Successor Agency Last and Final Recognized Obligation Payment Schedule (ROPS)

Adopted Successor Agency Resolution No. 2025-119.

Adopt the Resolution Entitled: "Resolution of the Board of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency Approving the Last and Final Recognized Obligation Payment Schedule (ROPS) for the Seven ROPS Periods Beginning July 1, 2026 through June 30, 2033 with Obligations Totaling $25,074,222, and Approving the Submittal of the Last and Final ROPS to the County of San Diego Countywide Redevelopment Successor Agency Oversight Board."

Motion carried by unanimous roll-call vote.

Item pulled for public comment.

8.9 Vehicle Purchase for the Fire Department

Adopted Resolution No. 2025-146.

Public Comment: Thomas Rike

Recommendation: Adopt the Resolution Entitled, "Resolution of the City Council of the City of National City, California, 1) Waiving the Formal Bid Process Pursuant to National City Municipal Code Section 2.60.260 Regarding Cooperative Purchasing and Authorizing the City to Piggyback onto Sourcewell Contract #091521-NAF with National Auto Fleet Group for the Purchase and Buildout of a 2026 Ford Super Duty F-250 SRW (W2B) XLT 4WD Crew Cab; 2) Approving the Purchase of a Camper Shell from the Lowest Responsive, Responsible Bidders; and 3) Approving the Establishment of Appropriations and Transfers and a Corresponding Revenue Budget in the General Fund and Vehicle Replacement Fund Based on Funding from the Lower Sweetwater Fire Protection District's Equipment Replacement Fund in a Not-to-Exceed Amount of $81,476.76."

ACTION: Motion by Councilmember Molina, seconded by Vice-Mayor Bush to adopt the resolution.

Motion carried by unanimous roll-call vote.

Item pulled for public comment.

8.10 Warrant Register No. 7 for the Period of 8/08/25 through 8/14/25 in the Amount of $2,681,431.27

Councilmember Rodriguez left the dais at 7:12 p.m.

Public Comment received from Thomas Rike on Agenda Items 8.10, 8.11, and 8.12.

Recommendation: Ratify Warrants Totaling $2,681,431.27

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina to ratify the warrants for Agenda Items 8.10, 8.11, and 8.12.

Motion carried by 4-0 roll-call vote with Councilmember Rodriguez absent for agenda Items 8.10, 8.11, and 8.12.

Item pulled for public comment.

8.11 Warrant Register No. 8 for the Period of 8/15/25 through 8/21/25 in the Amount of $1,234,278.37

Ratify Warrants Totaling $1,234,278.37

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina to ratify the warrants for Agenda Items 8.10, 8.11, and 8.12.

Motion carried by 4-0 roll-call vote with Councilmember Rodriguez absent for agenda Items 8.10, 8.11, and 8.12.

Item pulled for public comment.

8.12 Warrant Register No. 9 for the Period of 8/22/25 through 8/28/25 in the Amount of $2,696,448.58

Ratify Warrants Totaling $2,696,448.58.

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina to ratify the warrants for Agenda Items 8.10, 8.11, and 8.12.

Motion carried by 4-0 roll-call vote with Councilmember Rodriguez absent for agenda Items 8.10, 8.11, and 8.12.

9. CONTINUED PUBLIC HEARING

9.1 Public Hearing: Second Reading and Adoption of a General Plan Amendment and Zone Change from (RS-2) to (MXC-1) for Properties Located at 3040, 3042-3046, 3102-3104, & 3106-3108 E. 16th St. and 1540 S. Harbison Ave.

Adopted Ordinance No. 2025-2549

Martin Reeder, Acting Director of Community Development did not provide a report as this is the second reading for adoption.

Mayor Morrison opened the public hearing at 7:32 p.m.

In-person comment:
Susmitha Kudari

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Molina to close the public hearing.

Motion carried by unanimous vote, of those present, by a roll call vote to close the public hearing. Councilmember Rodriguez absent.

Public Hearing closed at 7:34 p.m.

Councilmember Rodriguez returned to the dais at 7:43 p.m.

Councilmember Rodriguez left the dais at 8:07 p.m. - 8:18 p.m.

Staff Recommendation: Adopt the Ordinance Entitled, "An Ordinance of the City Council of the City of National City, California, approving a Zone Change for Properties Located at 3040, 3042-3046, & 3106-3108 East 16th and 1540 South Harbison Avenue, Changing the Zone from Small Lot Residential (RS-2) to Minor Mixed-Use Corridor (MXC-1)."

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Molina to adopt the Ordinance.

Motion carried by 3-1 vote by roll-call vote.

Ayes: Molina, Bush, Morrison
Nays: Yamane
Absent: Rodriguez

10. PUBLIC HEARING

10.1 Public Hearing and Introduction of Multiple Ordinances Amending the National City Municipal Code Chapters 15.08, 15.14, 15.20, 15.24, 15.75, 15.78 and 15.79 related to California Codes for Electrical, Energy, Building, Plumbing, and Mechanical.

Recommendation: Continue this Item to the November 4, 2025 City Council Meeting in Order to Introduce the Ordinances for the 2025 California Building Code; the 2025 California Residential Code; the 2025 California Existing Building Code; the 2025 California Electrical Code and 2023 National Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code; the 2025 California Green Building Standards Code; and all Appendices Related to these Codes; Receive Public Input; and Schedule for the Meeting of November 04, 2025, for Consideration and Adoption.

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina to approve the staff recommendation.

Motion carried by 4-0 roll-call vote with Councilmember Rodriguez absent.

10.2 Public Hearing – Rescission of Ordinance 2025-2547 and Re-Introduction of an Amendment of NCMC 9.38 Establishing a Tobacco Retail License Program

Mayor Morrison introduced City Attorney Schultz who gave the following statement:

“This agenda item was placed on tonight's agenda as a result of a Cure and Correct Letter received from the Counsel for the Neighborhood Market Association. Their allegation was that the last adoption meeting was not properly noticed, according to the Brown Act it was a technical defect, indicating that Council was actually introducing an ordinance instead of adopting an ordinance. However, the Neighborhood Market Associate did receive notice of the actual ordinance to be considered. They showed up in force, they made their concerns known to the council. In fact, the Council actually considered their objections and made a motion to support those objections. In essence, our review of it is that yes, there was a technical notice defect, but that there is no prejudice caused by that defect and that a different result would not have occurred. However, in order to avoid unnecessary litigation, we have determined that it would be better for us to be here tonight and ask Council to rescind the ordinance that was adoption and to reintroduce the ordinance for introduction.”

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Yamane to rescind the Ordinance.

Motion carried by roll-call vote with Councilmember Rodriguez absent.

Ayes: Molina, Yamane, Bush, Morrison
Absent: Rodriguez

Mayor Morrison confirmed with staff that the there were no changes. The Mayor read the title into the record.

Councilmember Rodriguez left the dais at 8:34 p.m. - 8:42 p.m.

Mayor Morrison left the dais at 8:54 p.m. - 8:57 p.m.

Councilmember Rodriguez left the dais at 9:05 p.m. - 9:08 p.m.

In-person comment:
Robin Madaffer - SD Land Lawyer
Wessam Rabbah
Emily Miller
Ronny
Rick Samdel
Larry Emerson
Leigh Martin
Jack Bozzi
Janan Moin
Jeremy Ogul
Alma Kassy
Lawrence Heriz
Nadia
Haitham Bidi

Jeff Mansour
Cynthia Knapp - Save San Diego
Irma Hernandez
Toby Salem
Karen McManus
Ghali Dikho
Gloria Salis
Bryan Lam
Lance Hermes
Tony Konja
Manuel Andrade
Hadil Shamoon
Vincent Yanez
Margarita Moreno
Chris H.
Mike Raton
Mike Hermes
Jim Madaffer

Registered position, did not wish to speak:
In Favor:
Edwin Real
Carmen Gaxiola
Micaela Polanco
Luisa McCarthy
Paul Wapnowski
Alicia Sanche
Carmen Arroyo
Monserrat Hernandez

In Opposition:
Stephen Gaspar
Jim Hanna
Delon Yosif
Alphia Duncan
Evan Pheland
Jessica Kephart
Kamila Pheland

Virtual comment:
Alex Munoz
Peggy Walker
Blythe Young
Barbara Gordon
Megan Stuart

Jennifer Gill
Laina Delgado Flores
Judy Strang

Written comment:
Robin Madaffer - SD Land Lawyers
Kyle Alderman - SD Land Lawyers
Alessandra Magnasco - CA Fuels Convenience Alliance
Jean Duffy
Leslie Johnson
Scott Knutson
Elizabeth Murphy
Gabriela Romero
Mirna Sallo
Ansam Goro
Manveer Sahota

ACTION: Motion by Councilmember Yamane, seconded by Councilmember Molina to close the public hearing.

Motion carried by unanimous roll-call vote.

Public Hearing closed at 9:09 p.m.

ACTION: Motion by Councilmember Molina, seconded by Vice-Mayor Bush to introduce the Ordinance to include the following changes:

Section 9.38.050 Section(b) to add outside advertising, Section 9.38.110 Section(a) to strike the sentence "Tobacco Retailer License may be transferred from one person to another, or from one location to another." Section 9.38.160 (a) regarding violations, include language provided by San Diego Land Lawyers including higher fines with one change, removing the fifth violation which would be license revocation would apply on the fourth violation.

Recommendation: Rescind Ordinance 2025-2547 and Re-Introduce the Ordinance Entitled, “An Ordinance of the City Council of the City of National City, California, Amending Title 9 of the National City Municipal Code by Amending Chapter 9.38 Pertaining to Tobacco Retailer Licensing and Restricting the Sale, Display and Promotion of Tobacco to Youth.”

ACTION: Motion carried by unanimous roll-call vote.

At 10:39 p.m. Mayor Morrison reminded the City Council of Policy No. 104 that requires the City Council Meeting to be adjourned no later than 10:30 p.m. unless extended by Council vote.

ACTION: Motion by Councilmember Molina, seconded by Vice-Mayor Bush to extend the meeting beyond 10:30 p.m.

Motion carried by unanimous roll-call vote.

Councilmember Rodriguez left the meeting at 10:39 p.m.

Mayor Morrison called for a break 10:41 p.m. - 10:45 p.m.

Mayor Morrison released the interpreters at 10:55 p.m.

10.3 Public Hearing - 2025 Development Impact Fees Schedule

Mayor Morrison inquired with staff to the possibility to continue the item to the next meeting due to the written comment received. Councilmember Molina proposed that this item be held over until the November 4th City Council meeting.

Written comment:
Stephan Gaspar - KIRE Builders Inc.
Adrian Luna - BIA

Recommendation: Hold a Public Hearing and Adopt the Resolution Entitled, "Resolution of the City of National City, California, Adopting the 2025 Development Impact Fee Schedule."

ACTION: Motion by Mayor Morrison, seconded by Councilmember Molina to continue the item to the November 4th City Council Meeting.

ACTION: Motion carried by unanimous roll-call vote of those present. Councilmember Rodriguez was absent.

Ayes: Molina, Yamane, Bush, Morrison
Absent: Rodriguez

11. STAFF REPORTS

11.1 Amending City Council Policy No. 105 – Request by Member of the City Council to Place an Item on a City Council Agenda

Adopted Resolution No. 2025-148

Recommendation: Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Approving Amended City Council Policy No. 105, Request by Member of the City Council to Place an Item on a City Council Agenda."

ACTION: Motion by Councilmember Molina, seconded by Councilmember Yamane to adopt the resolution to include an amendment eliminating a partial sentence under 2(a) beginning with "Request may be submitted to be agenized at the initial City Council Meeting in which the matter will be heard."

Motion carried by unanimous roll-call vote of those present. Councilmember Rodriguez was absent.

Ayes: Molina, Yamane, Bush, Morrison
Absent: Rodriguez

11.2 Update on Housing Production in the City

Mayor Morrison introduced Martin Reeder, Interim Community Development Director.

Recommendation: File the Report.

ACTION: Motion by Vice-Mayor Bush, seconded by Councilmember Yamane to file the report.

Motion carried by unanimous roll-call vote of those present. Councilmember Rodriguez was absent.

Ayes: Molina, Yamane, Bush, Morrison
Absent: Rodriguez

11.3 Follow-Up to Policy 105 Request – Activating Cultural Economic (ACE) Opportunities Initiative Presentation

Mayor Morrison introduced the ACE group who presented the PowerPoint Presentation: Presenter Karen Azhocar McManus Executive Director National City Chamber of Commerce. Councilmembers provided feedback.

Recommendation: That the City Council Receive a Formal Presentation from the National City Chamber of Commerce on the Activating Cultural Economic (ACE) Opportunities Initiative and Provide Council Discussion and Direction on Next Steps.

No vote needed.

12. CITY MANAGER'S REPORT

No Report.

13. ELECTED OFFICIALS REPORT

Closing remarks were provided by members of the City Council.

14. CITY ATTORNEY REPORT

Mayor Morrison introduced City Attorney Schultz who reported that there was no reportable action on Closed Session agendas Item 5.1 through 5.4.

CLOSED SESSION

5.1 CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6
Employee Organizations:
Municipal Employees' Association (SEIU, Local 221), and

Police Officers Association (POA),
Unrepresented Groups: Executive, Confidential, and Management
Agency Designated Representatives:
Steven Berliner (Labor Negotiator)
Scott Huth (Interim City Manager)
Steve Manganiello (Director Eng/PW Director)
Bruce Foltz (Finance Director)
Alicia Hicks (Human Resources Director)

5.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code Section 54956.9
Property: 921, 925 and 929 National City Boulevard, CA 91950 (APN's 556-471-03 and 556-471-04)
Agency Negotiation: City of National City
Negotiating Parties: Scott Huth (Interim City Manager), Angelita Palma (Community Development Manager)
Under Negotiation: Instruction to Negotiate

5.3 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(2)
Number of Potential Cases: 1

5.4 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(2)
Number of Potential Cases: 1
Circumstances: City Council Item #11.1 on September 16, 2025, Demand to Cure Letter from Neighborhood Market Association

15. ADJOURNMENT

Mayor Morrison adjourned to the Regular Meeting of the City Council of the City of National City, Tuesday, November 4, 2025, 6:00 p.m. in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

The meeting adjourned at 11:50 p.m.

_____
Shelley Chapel, MMC, City Clerk

The foregoing minutes were approved at the Regular Meeting of November 18, 2025.

_____
Ron Morrison, Mayor

SPECIAL MEETING MINUTES OF THE CITY COUNCIL

October 24, 2025, 8:30 a.m.
City Council Chamber - 1243 National City Boulevard
National City, CA

Present:	**Councilmember Molina**
	Councilmember Rodriguez
	Councilmember Yamane *(arrived at 9:00 a.m.)*
	Vice-Mayor Bush
	Mayor Morrison
Others Present:	**Barry J. Schultz, City Attorney**
	Shelley Chapel, City Clerk *(Via Zoom)*
	Alicia Hicks, Director of Human Resources
	Tonya Hussain, Deputy City Clerk

---

1. CALL TO ORDER

A Special Meeting of the City Council of the City of National City was called to order at 8:35 a.m. via teleconference and in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

2. ROLL CALL

Councilmembers present: Molina, Rodriguez, Yamane *(arrived at 9:00 a.m.)*, Bush, Morrison

3. PLEDGE OF ALLEGIANCE TO THE FLAG

Councilmember Rodriguez led the Pledge of Allegiance.

4. PUBLIC COMMENT (Public Comment will be restricted to Agenda Items Only)

No Public Comment.

5. CLOSED SESSION

Members retired into Closed Session at 8:37 a.m. and returned at 6:30 p.m. with all members present in attendance: Bush Rodriguez, Yamane (arrived at 9:00 a.m.), Morrison, Molina, Hicks, and Schultz.

5.1 **PUBLIC EMPLOYEE EMPLOYMENT**
Government Code Section 54957(b)
Position to be filled: City Manager

Upon returning from Closed Session at 6:30 p.m. City Attorney Schultz reported no reportable action.

6. ADJOURNMENT

Mayor Morrison adjourned to the Regular Meeting of the City Council of the City of National City, Tuesday, November 4, 2025, 6:00 p.m. in the Council Chamber, located in City Hall, 1243 National City Boulevard, National City, California.

The meeting adjourned at 6:30 p.m.

_____

Shelley Chapel, MMC, City Clerk

The foregoing minutes were approved at the Regular Meeting of November 18, 2025.

_____

Ron Morrison, Mayor

AGENDA REPORT

Department: **Community Services**
Prepared by: **Mike Pacheco, Director of Community Services**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Acceptance of a Grant from the San Diego Seniors Community Foundation to Support Holiday-Themed Programming for Older Adults.

RECOMMENDATION:
Adopt the Resolution Entitled: "Resolution of the City Council of the City of National City, California, Authorizing the City Manager or His Designee to Accept the San Diego Seniors Community Foundation Grant in the Amount of $5,000 to Support Holiday-Themed Programming for Older Adults at the Kimball Senior Center and Authorizing the Establishment of Appropriations and a Corresponding Revenue Budget in the Amount of $5,000."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
The San Diego Seniors Community Foundation (SDSCF) awarded the City of National City a grant in the amount of $5,000 under its No Senior Alone for the Holidays Initiative. The purpose of the grant is to support programs that bring joy, connection, and community engagement to older adults during the holiday season

The Kimball Senior Center will utilize the grant funds to host a variety of holiday activities including:

- Holiday Bingo with a membership renewal station and opportunity drawing for attendees who bring a new participant.
- IG Crochet Event offering a creative and social gathering for seniors.
- Transportation Shuttle Services to and from the library to facilitate participation in events

These events will be free to participants and are designed to foster social interaction, reduce isolation, and promote mental well-being among local seniors.

The grant will be administered by the Community Services Department, which operates the Kimball Senior Center. Reporting requirements are minimal and include a brief summary of event outcomes, participant feedback, and photos to be submitted to SDSCF by January 16, 2026

The City will provide acknowledgment of the Foundation's support through event materials and social media posts, in accordance with SDSCF's guidelines.

FINANCIAL STATEMENT:
If approved, a budget adjustment would be made in the General Fund in the Community Services Department as follows:

Revenue Account No. 100-86-42-42100-3637- Donations
Expenditure Account No. 100-86-42-42100-7311- (Recreational Supplies)

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – Resolution
Exhibit B – Grant Award Letter

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE SAN DIEGO SENIORS COMMUNITY FOUNDATION GRANT IN THE AMOUNT OF $5,000 TO SUPPORT HOLIDAY-THEMED PROGRAMMING FOR OLDER ADULTS AT THE KIMBALL SENIOR CENTER AND AUTHORIZING THE ESTABLISHMENT OF APPROPRIATIONS AND A CORRESPONDING REVENUE BUDGET IN THE AMOUNT OF $5,000.

WHEREAS, the San Diego Seniors Community Foundation (SDSCF) has awarded the City of National City a grant in the amount of $5,000 under its No Senior Alone for the Holidays initiative; and

WHEREAS, the purpose of the grant is to support programs that bring joy, connection, and community engagement to older adults during the holiday season; and

WHEREAS, the Kimball Senior Center will utilize the grant funds to host a variety of holiday activities including Holiday Bingo, a Crochet Event, and shuttle transportation to ensure accessibility and participation for all seniors; and

WHEREAS, these programs promote social interaction, reduce isolation, and enhance the quality of life for National City's senior population.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council of the City of National City hereby authorizes the acceptance of a $5,000 grant from the San Diego Seniors Community Foundation to support holiday-themed programming for older adults at the Kimball Senior Center.

Section 2: That the City Council authorizes the establishment of appropriations and a corresponding revenue budget in the amount of $5,000.

Section 3: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

SAN DIEGO
Seniors Community
FOUNDATION

P.O. Box 60515, Dan Diego, CA 92106 • 619.347.9936 • sdscf.org

Board of Directors

Ted Chan
Chair

Bob Kelly
Founder, Director

Derek Quackenbush
Treasurer

John Wylie
Secretary

Abigail Sahm

Adrienne Vargas

Daniel L. Gross

Joaquin Anguera

Ken Roos

Pam Smith

Randi Larsson

Team Members

Bob Kelly
Founder, Interim CEO

Jerry Ray
Co-Founder
Chief Financial & Operating Officer

Jessica Buell
Program Coordinator

Junne Esguerra
Director of Programs

Kristoffer Kelly
Director of Development & Partnerships

October 28, 2025

National City Kimball Senior Center
140 E. 12th Street
National City, CA 91950

Attn: Zaide Jurado zjurado@nationalcityca.gov

Re: 2025 SDSCF ***No Senior Alone for the Holidays*** Grant Award

Hello Zaide,

Congratulations! Your organization has been selected to receive a grant from the San Diego Seniors Community Foundation (the "Foundation") in the amount of $5,000 ("the Grant"). The Grant is awarded for your organization to produce holiday-themed events to brighten the day of the older adults you serve. The Grants Committee of the Foundation approved funding to support the following purposes:

- Holiday Bingo – with membership renewal station, opportunity drawing ticket to those who bring a new person
- IG Crochet Event
- Transportation – shuttle services from the library

Reporting requirements for this Grant are minimal. We ask that you provide a summary of the event that is supported with the number of older adults served, a comment or two from the administrative staff, a volunteer who is helping with the event, and, if possible, a comment from an older adult who is a recipient of the effort. This report is due by Friday, January 16, 2026.

Photos are so impactful. On the day of the event, we ask that you share photos of your event on social media and tag the Foundation. As part of the final report, we request submittal of photos that can be used by the Foundation for future marketing efforts. We realize there may be issues of confidentiality and the need to receive consent for this purpose. Please utilize your internal practices for image and likeness authorization should you be able to provide pictures with clients.

The Foundation has contracted with a public relations firm to support our broader No Senior Alone Initiative. If applicable, we may seek to gain your cooperation with the publicizing of your event through a variety of media outlets. We will contact you to discuss further should an opportunity present itself.

SDSCF is a 501(c)(3)
Nonprofit Corporation
Tax ID: 81-4910505

If this letter correctly sets forth your understanding of the terms of this Grant, please signify your organization's agreement to such terms by completing the information below and having the appropriate officer sign where indicated. Then scan and email a copy of both pages to junne@sdscf.org, jessica@sdscf.org, and jerry@sdscf.org. This will expedite the issuance and receipt by you of the grant check. There is no need to mail a hard copy original.

If you have any questions, please contact Junne Esguerra at junne@sdscf.org.

Once again, congratulations on the grant award and best wishes for a successful project.

[redacted]

Bob Kelly
Founder, Director

_____ACCEPTS AND HEREBY AGREES TO THE GRANT TERMS
AGENCY NAME

BY: _____
AUTHORIZED SIGNATURE TITLE

PRINTED NAME: _____

DATE: _____

IF THE FOLLOWING INFORMATION IS INCORRECT, PLEASE WRITE THE CORRECT INFORMATION TO THE RIGHT

FEDERAL ID NUMBER: **95-6000749**

STATE Corporate ID NUMBER*: **N/A**

CORRECT PAYEE NAME FOR GRANT CHECK: **City of National City**

CORRECT ADDRESS TO SEND GRANT CHECK: **140 E. 12th St., Suite B, National City, CA 91950**

SDSCF is a 501(c)(3)
Nonprofit Corporation
Tax ID: 81-4910505

AGENDA REPORT

Department: City Clerk's Office
Prepared by: Shelley Chapel, MMC, City Clerk
Meeting Date: Tuesday, November 18, 2025
Approved by: Scott W. Huth, Interim City Manager

SUBJECT:
Amending City Council Policy Nos. 101, 107, 121, 201, 203, 204, 206, 502, 703, and 707.

RECOMMENDATION:
Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Amending City Council Policy Nos. 101,107, 121, 201, 203, 204, 206, 502, 703, and 707."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
As per Council Policy No. 101, the City Council Policy Manual is to be reviewed annually and updated as necessary. Staff has completed this review and is presenting the first group of proposed amendments for consideration to the following Council Policies: Nos. 101, 107, 121, 201, 203, 204, 206, 502, 703, and 707.

The redlined versions of the policies are also included, reflecting proposed edits and staff notes. Clerical revisions have been made throughout for consistency with the City's style guide and administrative procedures. In addition, a record of prior policy amendments has been added to the end of each policy to provide a historical reference of changes made over time.

The second group of proposed amendments for consideration will return to the City Council in January 2026.

FINANCIAL STATEMENT:
Not Applicable.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Communication and Outreach

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:

Exhibit A – Policy No. 101 – City Council Policy Manual - Redline
Exhibit B – Policy No. 107 – Appointments to BCCs – Redline
Exhibit C – Policy No. 121 – Mayor and City Councilmember Office Budget – Redline
Exhibit D – Policy No. 201 – Maintenance of Reserve Funds
Exhibit E – Policy No. 203 – Investment Policy
Exhibit F – Policy No. 204 – Donation Acceptance Policy
Exhibit G – Policy No. 206 – Debt Management
Exhibit H – Policy No. 502 – Public Improvements or Professional Service Contract Changes
Exhibit I – Policy No. 703 – CFCs – Eliminate this Policy
Exhibit J – Policy No. 707 – Alcohol Beverage License Application and Review Process

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: City Council Policy Manual	**POLICY # 101**
ADOPTED: July 14, 1987	**AMENDED:** August 15, 2023

Background:

The City Council of the City of National City is charged with the responsibility of establishing municipal policies to guide the various functions of the City and, where necessary, to establish procedures by which functions are performed. Regulatory policies established by the City Council are usually adopted by ordinance and included in the Municipal Code, which establish the local laws. Other policies, however are also established, which by their nature, do not require adoption by ordinance. These policy statements adopted by resolution of the City Council need to be consolidated in a reference document for easy access.

Purpose

It is the purpose of this policy to establish procedures for the preparation, distribution and maintenance of Council policies and the "City Council Policy Manual."

Policy

1. To establish a City Council Policy Manual which shall contain all City policy statements adopted by resolution of the City Council.

2. Generally, policy statements in the City Council Policy Manual will include only such municipal matters for which the responsibility of decision is placed in the City Council by virtue of the Municipal Code, or specific ordinances, and resolutions.

3. All policy statements of the City Council shall be prepared in writing and approved by resolution. Once approved, policy statements will be electronically reproduced, distributed and included in the City Council Policy Manual. The Resolution Number and date of adoption will be notated on the last page of amended policy in the Prior Policy Amendments section..

4. Each policy adopted as part of the City Council Policy shall be adhered to by City departments as expressions of the City Council's Policy. Only the City Council can waive the applicability of an adopted policy.

5. Each policy statement shall include: (a) a brief background description of a policy; (b) the purpose of the policy; (c) the policy statements; (d) other criteria or procedural sections as required; and (e) cross-reference notations as to appropriate provision in the Municipal Code, Administrative Regulations, etc.

TITLE: City Council Policy Manual	**POLICY # 101**
ADOPTED: July 14, 1987	**AMENDED:** August 15, 2023

6. The City Manager shall be responsible for the preparation, continuing maintenance, and distribution of the City Council Policy Manual and additions or deletions thereto. The City Clerk's Office shall retain the original adopted resolution and maintain a copy of the manual.

7. Each October, the City Council and City Manager shall review the City Council Policy Manual for any needed additions, deletions, or changes deemed appropriate at the time. Nothing in this policy shall prevent any individual member of the Council, the City Manager, City Attorney, or the City Clerk from bringing to the attention of the City Council any suggestions for manual revisions at other times during the year.

8. All newly-elected City Council Members, ~~City Clerk, and City Treasurer~~ shall receive a copy of the City Council Policy Manual and orientation from applicable department staff.

Related Policy References
None.

Prior Policy Amendments
July 14, 1987 City Council Adopted Format and Text as Guide for Council Policy Manual – No Resolution was adopted.
June 11, 2013 (Revised – No Resolution)
October 8, 2013 (Resolution No. 2013-147)
August 15, 2023 (Resolution No. 2023-115)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Appointments to Boards, Commission and Committees	**POLICY # 107**
ADOPTED: June 17, 1986	**AMENDED:** ~~November 16, 2021~~November 18, 2025

PURPOSE

To establish a procedure to serve as a guide in making appointments to various City Boards, Commissions, and Committees. The City currently has the following Boards, Commissions, and Committees to which this Policy applies:

Mayor's Appointments:

1. Board of Library Trustees
2. Community and Police Relations Commission
3. Park, Recreation, and Senior Citizens Advisory Committee
4. Public Art Committee
5. Sweetwater Authority
6. Traffic Safety Committee
7. Veterans and Military Families Advisory Committee

City Council Appointments:

1. Civil Service Commission
2. Planning Commission
3. Housing Advisory Committee including Ex-Officio Members
4. Port Commission (Per the San Diego Unified Port District Act, Section 16, this seat must be filled by a National City resident. The Commissioner shall be a resident of the City at the time of their appointments, and during their tenure.

POLICY

Appointment Process

A. Opportunity to apply. All interested individuals shall be given an opportunity to submit applications for vacancies on City Boards, Commissions, and Committees. Incumbent Appointees are not automatically re-appointed but are required to fill out an abbreviated application provided by the City Clerk, indicating their interest in continuing to serve.

B. Unexpired terms. If an incumbent Appointee was appointed to fill an unexpired term and the Appointee serves for less than one year in that position, the Council may re-appoint the incumbent without considering other applicants.

C. Vacancies. When vacancies occur, the following procedure shall be followed:

1. Schedule vacancy. When a term is expiring or expires, public notice of the vacancy shall be made, inviting interested individuals to submit applications for the vacancy on a form provided by the City Clerk on the City website.

Unscheduled vacancy. An unscheduled vacancy shall be filled according to Government Code Section 54974, which generally provides as follows: Whenever an unscheduled vacancy occurs, whether due to resignation, death, termination, or other causes, a special vacancy notice shall be posted in the Office of the City Clerk, the City website, outside City Hall on the Bulletin Board, and on City social media platforms not earlier than twenty (20) days before or not later than twenty (20) days after the vacancy occurs. The City Council shall not make a final appointment for at least ten (10) working days after posting the notice in designated locations. The notice's posting and application period shall be thirty (30) calendar days. However, if it finds that an emergency exists, the City Council may, fill the unscheduled vacancy immediately. According to this section, a person appointed to fill the vacancy shall serve only on an interim basis until the final appointment.

The end of term for the members of Boards, Commissions, and Committees generally occurs in an annual rotation during the months of March and September. Appointments will be considered at those times unless a vacancy resulting from a resignation results in the lack of a Quorum on the Board, Commission, or Committee, in which case the appointment could occur at the time of the unscheduled vacancy in accordance with the procedure set out above.

3. Government Code Section 40605, and National City Municipal Code Title 16, grants the Mayor, with the City Council's approvals, the authority to make all appointments unless otherwise explicitly provided by statute. The exceptions are:

    1. Civil Service Commission
    2. Planning Commission
    3. Housing Advisory Committee including Ex-Officio Members
    4. Port Commission

    The City Council fills vacancies on these bodies.

D. Implementation. Implementation of Council policy for appointment to Boards, Commissions, and Committees requires the following:

1. Per Government Code Section 54972, on or before December 31 of each year, the City Council shall prepare a list of appointments of all regular and ongoing Boards, Commissions, and Committees appointed by the City Council. The City Clerk will prepare the list of all regular and ongoing Boards, Commissions, and Committees appointed by the Mayor or the City Council. The list shall contain a list of all terms that will expire during the next calendar year, the

incumbent appointee's name, the appointment date, the term's expiration date, and the position's necessary qualifications. It shall also include a list of all Boards, Commissions, and Committees whose members serve at the City Council's pleasure and the qualifications required for each position. This Local Appointments List shall be made available to the public on the City website.

2. Notice. A public notice for vacancies must be placed in the newspaper of general circulation within the City, on the City's website, City Hall Bulletin Boards, and City social media platforms.

3. Expiration of term. All appointees will receive a letter as their terms expire asking if they would like to re-apply for the position.

4. Applications. Applications shall be available on the City website and in the City Clerk's Office. Submissions must be received before the advertised deadline for consideration for the appointment. All applications will be retained in the City Clerk's Office for one year from the date the application was submitted. During the one-year retention period of the application, an applicant shall be considered for other vacancies on Boards, Commissions, and Committees. The City Clerk's Office will notify the applicant being considered for an appointment to confirm that they are still interested in volunteering.

5. A member may only serve on one (1) Board, Commission, or Committee at a time. If an applicant applies for another position on a different Board, Commission, or Committee, that applicant will forfeit the prior seat and a vacancy will occur per policy.

6. Residency requirement: If a position on the Board, Commission or Committee is for a resident, the applicant must be a resident at the time of submitting the application. The address must be an identifiable National City address, with verification by the City Clerk's Office. If an applicant is found to be a non-resident, they will not be considered. They will be encouraged to apply for a non-resident seat when available.

7. Interviews:

   a. Mayor Appointments: Interviews for Mayoral appointments will be conducted by the Mayor outside of the public meeting and scheduled by the Mayor's Office.

   b. City Council Appointments: Interviews for the four (4) Civil Service Commission, Planning Commission, Housing Advisory Committee, and

Port Commission who serve at the City Council's pleasure and are appointed by the City Council as a body will be interviewed in the public forum at a City Council Meeting as described below.

~~b.~~c. The City Clerk's Office makes attempts to inform applicants of the date and time of the City Council meeting so that the applicant may attend in person or via Zoom for interviews and questions. Attempts are made via emails, and telephone calls prior to the meeting.

8. Mayoral Appointments:

The Mayor will make the motion to appoint (naming the appointee) and Councilmembers may second the motion. The City Clerk will then take a roll call vote of the City Council. A majority vote of the City Council will be required for the appointment. If the majority of the City Council choose to deny the proposed appointment, the Mayor shall either propose an alternative candidate from the current application pool or choose to reopen the application period and return to the City Council at a future City Council Meeting with a different applicant for consideration. If a Mayoral Appointment is not approved by the majority of the City Council by confirmation, that applicant is removed from the pool for that seat. The Mayor will return to a future meeting with a substitute Mayoral appointment.

9. For City Council Appointments, the Interview Process is as follows:

a. The City Clerk will provide an overview of the Board, Commission, or Committee(s) with current vacancy (ies). The Mayor will introduce the applicant and two (2) questions will be asked of each applicant on behalf of the City Council.

b. Each applicant is given two (2) minutes to make a brief introduction of themselves and their qualifications to the City Council.

c. Mayor and City Councilmembers will ask questions of each applicant. All applicants must be asked the same questions.

d. Total time per applicant is five (5) timed minutes with time allowed for clarification at the discretion of the City Council, not to exceed ten (10) minutes total per applicant.

e. All appointments and interviews before the City Council will be scheduled

as needed to fill unexpected vacancies, with every effort to be made before an individual's term expires. Interviews may take place at one meeting, with appointments made at a subsequent meeting.

9. Vacancies for City Council Appointed Positions. If the vacancy is for a City Council appointed position, and there is more than one (1) applicant for a given position, the voting process will proceed as follows: Once the interviews are complete, each Councilmember votes for their choice via a written ballot provided by the City Clerk. Each Councilmember shall print and sign their name on the ballot. All ballots shall be considered a public record and be open to inspection by the public. The ballots are passed to the City Clerk who announces the number of votes for each candidate.

   If the appointment process is conducted via a virtual meeting the process is the same except the ballot/vote process. The City Clerk's Office will provide a Vote Sheet (a piece of paper electronically) with the name of each applicant to be considered. Councilmembers will mark their paper, fold it and hand to the City Clerk as they are collected. If a member is virtual, they will announce their vote verbally first before any other votes are read. The City Clerk will tally the votes and will then confirm the votes with a verbal roll call. The applicant with the most votes is appointed.

   In the event of a tie, each Councilmember votes again until one (1) candidate has the majority vote and is declared to be the newly–appointed member of the Board, Commission, or Committee.

10. Re-appointment beyond two terms. Anyone wishing to be re-appointed to any Board, Commission, or Committee and has served two or more full terms already must be approved by a four-fifths vote of the City Council. If all five members of the City Council are not present, or if one member abstains or recuses their vote, the four-fifths requirement shall be changed to require only a simple majority.

11. Report to Council:

    All applications received for vacancies, whether Mayoral Appointment or City Council Appointment, will be attached to the staff report to Council. All applications will have private personal information redacted (name, street numbers and name of street address, and phone number). This redacted information is in alignment with Government Code Section 6255(a) because the public interest served by not disclosing the applicant's personal, private information and protection of the

applicant's right to privacy outweighs the public interest served by disclosing that information.

12. An automatic vacancy upon becoming a Non-Resident. An unscheduled vacancy automatically occurs when a resident holding an appointment position on a City Board, Committee, or Commission becomes a non-resident by moving out of National City limits. When an unscheduled vacancy occurs due to a resident becoming a non-resident, the unscheduled vacancy may be filled as follows:

    a. A special vacancy notice shall be posted in the Office of the City Clerk, and in other places as directed by the City Council, not earlier than 20 days before or not later than 20 days after the vacancy occurs. Final Appointment at a City Council Meeting shall not be made by the Appointing Authority for at least 10 working days after the posting of the notice in the City Clerk's Office.

    b. The Appointing Authority may appoint the former resident to a Non-Residential position if a Non-Residential position is vacant.

    However, the Appointing Authority may, if it finds that an emergency exists, fill the unscheduled vacancy immediately. A person appointed to fill the vacancy shall serve only on an acting basis until the final appointment is made pursuant to this section.

13. Only City Residents may be elected to Chair and Vice-Chair positions. To be eligible to be elected as the Chairperson of a City Board, Committee, or Commission, the member must be a resident of the City.

14. Resignations, Attendance, Training, and Removals

    Resignation:

    If a Commissioner or Member of a Board, Committee, or Commission is unable to continue serving because of health, business requirements, or personal reasons, a letter of resignation shall be submitted to the City Clerk, who will present to the City Council.

    Attendance:

    Regular attendance at meetings is critical to be effective operation of City Boards, Commissions, and Committees. The City Council relies on the advice of the City's

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Appointments to Boards, Commission and Committees	**POLICY # 107**
ADOPTED: June 17, 1986	**AMENDED:** ~~November 16, 2021~~November 18, 2025

Boards, Commissions, and Committees, which is the result of discussions among appointed members. The City Council anticipates that members of Boards, Committees, and Commissions shall make every reasonable effort to attend all regular and special meetings of their respective Boards, Commissions, and Committees, and to be prepared to discuss matters on their respective agendas.

A Commissioner or Member of a Board, Committee, or Commission shall be considered removed from any advisory board under the following conditions:

1. A Commissioner or Member of a Board, Committee, or Commission with unexcused absences from three consecutive regularly scheduled meetings.

2. A Commissioner or Member of a Board, Committee, or Commission misses more than 25% of the advisory body's meetings in a calendar year.

3. A Commissioner or Member of a Board, Committee, or Commission must be present at least one hour, or 50% of the entire meeting, whichever is less, to be counted as present for purposes of attendance.

Excused Absences:

An "excused absence" is only granted when absolutely necessary and pre-approved if at all possible. The City Council encourages Boards, Commissions, and Committees to refrain from scheduling meetings on cultural and religious holidays in order to encourage full participation by all Commissioners, Board Members, and the public. The pre-approval of excused absences will be by the body as a whole and documented in the meeting minutes.

Excused absences are listed as follows:

1. Illness of the Commissioner or Member of the Board, Committee, or Commission, their family member, or their personal friend;
2. Business commitment of the Commissioner or Member of the Board, Committee, or Commission that interferes with the attendance at a meeting;
3. Attendance of the Commissioner or Member of the Board, Committee, or Commission at a funeral, religious service or ceremony, wedding, or other similarly-significant event; or
4. Other reason for which the Commissioner or Member of the Board, Committee, or Commission has given notice to the Chairperson or Secretary of their unavailability fifteen (15) days in advance, as long as the unavailability is not expected to last longer than 30 days.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Appointments to Boards, Commission and Committees	**POLICY # 107**
ADOPTED: June 17, 1986	**AMENDED:** ~~November 16, 2021~~November 18, 2025

Removal:

The Secretary or Lead of each Board, Commission, or Committee will report the attendance to the Office of the City Clerk on a monthly basis. If the attendance or absences fall within these guidelines, the Office of the City Clerk will prepare a report to City Council for review and possible removal of the Commissioner, Member, or Alternate sitting on the Board, Committee, or Commission. Any Commissioner, Member, or Alternate sitting on a Board, Committee, or Commission may be removed from office at any time by a simple majority vote of the City Council at a regularly scheduled Council meeting with or without cause.

Mandatory Training and Filing Requirements:

Commissioners and Members of Board, Committee, or Commission, as appointed by the legislative body, are entrusted with certain responsibilities and concomitant training and reporting. The following are requirements of Commissioners and Members of Boards, Commissions, and Committees. This training is required to be completed within 30 days of appointment or notification.

1. Oath of Office (Article XX of the California Constitution, and California Government Code Section 36507)
2. Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 Filing (California Government Code Section 87100 et seq)
3. AB1234 Ethics Training (California Government Code Section 53235.1(b))
4. Anti-~~Sexual~~ Harassment Training
5. Brown Act Training
6. Social Media Training
7. Any training required by State Law, Federal Law, or City Policies.

All training is offered in a variety of formats including in person, via Zoom, training website/software, and pre-recorded video. Currently, these are all requirements of the Mayor and City Council, and City staff.

Removal:

Failure to complete any of these requirements within 30 days of the appointment date or date of notification is cause for automatic removal.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Appointments to Boards, Commission and Committees	**POLICY # 107**
ADOPTED: June 17, 1986	**AMENDED:** ~~November 16, 2021~~November 18, 2025

Related Policy References
Government Code Section 40605
Government Code Section 54970, et seq.
Article XX of the California Constitution, and California Government Code Section 36507
California Government Code Section 53235(b)
California Government Code Section 87100 et seq
National City Municipal Code Title 16 (pending)

Prior Policy Amendments:
February 2, 2021 (Resolution No. 2021-08)
May 19, 2020 (Resolution No. 2020-95)
November 9, 1993 (Resolution No. 93-173)
June 11, 2013 (Revised – No Resolution – Refer to Meeting Minutes)
October 8, 2013 (Resolution No. 2013-147)
May 19, 2020 (Resolution No. 2020-20)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Mayor and City Councilmembers Office Budget	POLICY: 121
ADOPTED: June 4, 2024	AMENDED: November 18, 2025

PURPOSE

The City Council of National City, during the adoption of the Fiscal Year 2023-2024 City Budget, included a $100,000 appropriation for each Councilmember's budget. The purpose of this policy is to establish uniform guidelines and procedures for the expenditure of the funds to ensure that the funds are expended in the best interests of the ~~Council District and/or~~ City, ~~as applicable, and~~ are consistent with the objectives of the City's Strategic Plan and City Council priorities, and ~~as well as~~ follow City procurement procedures.

POLICY

A. The Mayor and each Councilmember must submit an Annual Appropriation Request for review by the Department of Finance and the City Manager as part of the City's Annual Budget Adoption process.

Budget categories are as follows:

- *Personnel Services*
  - Part Time Positions
  - Full Time Positions
  - Professional Services (consultants)
- *Governmental Purposes*: These expenditures must be consistent with the City's adopted Strategic Plan, ~~and~~ City Council priorities and City procurement procedures ~~and spent for the benefit of within the District of the Councilmember~~. (See attached Strategic Plan 2020 -2025).
- *Training, Travel and Subsistence*: These expenditures are for conferences or training registration fees, travel costs associated with getting to the training/conference, and lodging and meals during the training/conference. The training/conference must be directly related to City business and have a direct benefit to the City and, therefore, will be considered City business. When a Councilmember attends a conference/training at the expense of the City, he/she must report out on the conference/training in accordance with AB 1234. Attachment 2 to this policy is the list of approved conferences and trainings. Conferences/trainings not listed will require prior City Council approval before any expenditures of City funds may be made. ~~All~~ requests for reimbursement for travel and conference/training expenses must be

consistent with City Council Policy #109 and include estimated costs and the event agenda. ~~and must be pre-approved by the Purchasing Review Committee.~~

- These funds may also be used for travel, lodging and meals related to legislative advocacy provided the legislative advocacy is consistent with the City's adopted legislative platform.
- *Materials and Supplies*: These expenditures are for general office supplies, supplies for events or outreach. Purchase of materials and supplies must be consistent with the City's Purchasing Policy.

B. *Professional Services*: Councilmembers may require, in addition to administrative support, services of a recurring nature or for a specific one-time project which cannot be routinely provided by City staff, either because of the expertise required or the ongoing workload. Consultants may be employed where City staff is unable to accommodate this need.
It is the policy of the Council that the selection of consultants by Mayor and/or Councilmembers shall be made from as broad a base of applicants as possible and that the choice be based on demonstrated capabilities or specific expertise. The Council encourages the engagement of local consultants where possible. The type and scope of the required service or product must be clearly defined by the Mayor/Councilmember so the City Manager can determine whether it can be most efficiently provided by City staff or by a consultant and, where a consultant will be chosen, whether licensed or non-licensed services are necessary.

A minimum of three quotes or a written sole-source justification is required for consultant contracts~~A minimum of three qualified consultants should be considered for selection except in those cases where unique expertise is required and can be provided only by a limited number of available consultants~~.

All consultant contracts must be reviewed by the City Attorney's Office for compliance with AB 5 and shall be on a City Attorney approved contract form. All consulting contracts ~~which exceed $50,000~~ shall be reviewed and approved by the City Council. At a minimum, the following information shall be provided to the Council for review:

* The length of time the consultant has been in the business required by the scope of work.

* Proof of expertise and demonstrated success in the field of expertise required by the scope of work.

* All Councilmembers engaging consultants or vendors must complete and file a Conflict-of-Interest Attestation before any payment is processed.~~Disclosure of economic interests and relationships between the Mayor/Councilmember and the consultant during the past 12 months.~~

~~For contracts below $50,000, the City Manager has the discretion as to whether City Council approval is required.~~

C. *Part Time and Full Time Personnel*: Part time and full time personnel shall be recruited and hired in accordance with the City's personnel hiring policies and practices.

D. *Restrictions on the Use of Public Resources*: All expenditures are subject to the restrictions on the use of public funds including, but not limited to:
   a. Gift of public funds prohibited.
   b. Use of public funds or resources for political purposes is prohibited.
   c. Political activities during the workday are prohibited.
   d. Public resources cannot be used for political campaign activities.

E. Social Media: To the extent public resources (i.e. funds or staff) are used for social media, the City's Social Media Policy is applicable. The Social Media Policy is Policy 1.13 and is located in the City Administrative Manual.

F. Reimbursement Procedure: Prior to the expenditure, all reimbursement requests must be submitted to the Mayor (acting as the Department Head) for approval. The request shall show the details of the proposed expenditure with supporting documents. The Mayor shall review the request for compliance with this policy and any other applicable policy and affix his/her signature to signify approval and submit the request to the City Manager for final approval. Should the Mayor not approve a reimbursement request he/she shall notify the City Council within 24 hours of the denial and provide the basis for the denial. In the event the Mayor and City Manager disagree as to the approval/denial of the specific request, the request shall be submitted to the City Council for consideration.

G. District Budget Carryover: Council District funds shall be expended during the fiscal year approved. Unexpended funds shall not carry over into the next fiscal year.

H. Non-profits: Council District funds shall not be used to contribute to or support non-profit or tax exempt organizations.

I. This policy shall be reviewed on an annual basis by the City Manager's Office and the Finance Department, with recommended updates brought forward for Council consideration.

J. The purchase of items that will have the name of the Mayor or Council member on the item shall follow local state and federal laws and it is the responsibility of the elected official to ensure compliance. It is important for the public~~,~~ and residents to know who the elected representatives are that represent them. That said, it is the Council's policy that the name of an elected official should be subordinate to the information provided in or on~~,~~ the flyer, publication or item wherein the name will be placed. The City Council may determine size restrictions for any item that will be distributed by the City (electronically or by other means)

K. Refreshments for district events: the maximum amount the City will reimburse for a single District event is $50. City wide events shall be approved by the City Council

Branding items are for the entire City, i.e."City of National City." No branding items or any give-a-ways shall be paid by City funds for districts.

Clothing: The City shall pay for two shirts and one hat per year. A jacket may be purchased once every 4 years and the cost~~s~~ reimbursed is limited to $120.

L. Accountability and Reporting: The Finance Department shall prepare quarterly expenditure reports for each Council office and provide them to the full City Council.

M. Use of Public Funds for Non-Public Purposes Prohibited:

a. All expenditures made under this policy must serve a clear public purpose that benefits the residents or community of National City as a whole.

b. Funds may not be used for any activity, purchase, or production that primarily promotes, markets, or personally benefits an individual Councilmember or elected official. This includes, but is not limited to:

i. Printing or digital production of materials (e.g., flyers, banners, canopies, or videos) that highlight or brand one Councilmember independent of City programs.

ii. Use of office budgets for personal branding, campaign logos, political slogans, or materials resembling campaign advertising.

iii. Expenditures for community events, advertisements, or sponsorships that are not mutually available to all Council offices or do not serve a Citywide benefit.

c. All media or communications materials produced with City funds must be coordinated through the City's Public Information Officer and adhere to the City's adopted Social Media and Communications Policy to ensure consistency, neutrality, and equal access across all Council offices.

Violations of this section will be considered misuse of public funds and subject to corrective action, including denial of reimbursement, public disclosure in quarterly reports, and potential referral to the City Attorney or FPPC for review.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Maintenance of Reserve Funds	**POLICY** #201
ADOPTED: June 26, 1985	**AMENDED:** ~~March 4, 2025~~ November 18, 2025

Purpose

The purpose of this policy is to ensure the City's ability to withstand unexpected financial emergencies such as those that may result from natural disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature, and to accumulate funds for large-scale purchases.

Policy

The City will accumulate and maintain reserves in the categories and at the target levels described below. The actual amount of any of the reserves may exceed its target level because any additional amounts would increase the financial security of the City.

- **GENERAL FUND ECONOMIC CONTINGENCY RESERVE:** an amount equal to twenty percent (20%) of a single year's budgeted General Fund operating expenditures. "Operating expenditures" shall be defined as all expenditures, except those of a capital nature, plus operating subsidies provided to the Library Fund, Parks Fund, and Personnel Compensation Fund (OPEB benefits payments), or to any other fund as determined by the City Council. Formal City Council action is required to increase the balance in the reserve or to authorize the use of any portion of its balance. This reserve is intended to be used in the event of a catastrophic event or significant downturn in the economy that cannot be mitigated with other funding sources.

- **GENERAL FUND UNASSIGNED FUND BALANCE:** an amount equal to ten percent (10%) of a single year's ~~budgeted~~ General Fund budget. "Budget" shall be defined as including all operating expenditures, capital outlay, operating subsidies and transfers-out. The General Fund Unassigned Balance is determined annually as part of the preparation of the City's Comprehensive Annual Financial Report (CAFR). Amounts in excess of the target level will be used to increase or replenish other reserves (with priority given to the Economic Contingency and Facilities Maintenance Reserves), to set aside resources for specific one-time uses, or as a funding source for one-time expenditures included in the annual budget or for needs that arise subsequent to budget adoption.

- **GENERAL FUND FACILITIES MAINTENANCE RESERVE:** an amount equal to three times the annual amount budgeted to provide major maintenance for the City's building assets. "Building assets" shall be defined as all permanent or nonpermanent structures constructed or installed to provide a workplace for City employees or house City assets and/or operations. The annual amount to be budgeted for major maintenance projects is 1.5% of the City's General Fund Operating expenditures. "Operating expenditures" shall be defined as all expenditures, except those of a capital nature, plus operating subsidies provided to the Library Fund, Parks Fund, and Personnel Compensation Fund (OPEB benefits payments), or to any other fund as determined by the City Council.~~Budget.~~

TITLE: Maintenance of Reserve Funds	**POLICY** #201
ADOPTED: June 26, 1985	**AMENDED:** ~~March 4, 2025~~ November 18, 2025

Formal City Council action is required to increase the balance in the reserve or to authorize the use of any portion of its balance. This reserve is to be used for extraordinary major maintenance costs that cannot be met within the annual budgeted amount and for which no other funding sources is available.

- **GAS TAXES FUND CONTINGENCY RESERVE:** an amount equal to a minimum of five percent (5%) of the estimated annual revenue of the Gas Taxes Fund.

- **SEWER SERVICE FUND OPERATIONS / CASH FLOW RESERVE:** an amount equal to at least fifty percent (50%) of a single year's budgeted Sewer Service Fund operating expenditures.

- **SEWER SERVICE FUND METRO CASH FLOW RESERVE:** an amount equal to the City's estimated portion of the projected cash needs for capital costs of the San Diego Metropolitan Sewerage System's wastewater treatment program. This amount is assumed to be $850,000 for fiscal year 2025-26 through fiscal year 2029-30.

- **SEWER SERVICE FUND CAPITAL REPLACEMENT RESERVE:** an amount equal to between ten percent (10%) and fifteen percent (15%) of a single year's budgeted Sewer Service Fund user fees.

- **SEWER SERVICE FUND CAPITAL EXPANSION RESERVE:** an amount equal to between ten percent (10%) and fifteen percent (15%) of a single year's budgeted Sewer Service Fund user fees.

- **SEWER SERVICE FUND EMERGENCY / NATURAL DISASTER RESERVE:** an amount equal to a minimum of fifteen percent (15%) of a single year's budgeted Sewer Service Fund operating expenditures, including both operational and capital investment program costs

- **GENERAL LIABILITY INSURANCE RESERVE:** an amount of assets in the Liability Insurance Fund (an internal service fund) sufficient to meet the eighty percent (80%) confidence level of adequacy for the net claim's liability, as updated annually by the City's actuary. The reserve level requirements will be reviewed as part of the annual budget process whereupon internal service fund charges will be set such that anticipated expenditures for the budget year can be met and the reserve level maintained.

- **WORKERS' COMPENSATION RESERVE:** an amount of assets in the Liability Insurance Fund (an internal service fund) sufficient to meet the eighty percent (80%) confidence level of adequacy for the net claim's liability, as updated annually by the City's actuary. The reserve level requirements will be reviewed as part of the annual budget process

whereupon internal service fund charges will be set such that anticipated expenditures for the budget year can be met and the reserve level maintained

- **IRREVOCABLE SUPPLEMENTAL PENSION TRUST RESERVE:** an amount equal to two years of unfunded liability payments as determined by the most current CalPERS valuation reports for both the Safety and Miscellaneous plans. The assets of this reserve are held in an irrevocable Section 115 pension trust that may be used only for pension related costs and upon direction of the City Council. Investment earnings on the assets in the trust will be the primary vehicle for reaching the target level of reserves, although periodic contributions may be made from other sources upon direction of the City Council. Once the target level is reached, the earnings on the assets in the trust may be used to fund a portion of the City's pension related payments to CalPERS. This target will be reevaluated should the City issue pension obligation bonds.

- **IRREVOCABLE OTHER POST-EMPLOYMENT BENEFITS TRUST RESERVE:** an amount equal to eighty percent (80%) of the total net other post-employment benefits (OPEB) liability of the City's OPEB plans. Under the plan, the City provides payments to City retirees to be used towards medical insurance premiums. The City's net OPEB liability is updated annually and reported in the City's CAFR. The assets of this reserve are held in an irrevocably Section 115 OPEB trust that may be used only for the City's OPEB plan and upon direction of the City Council. Investment earnings on the assets in the trust will be the primary vehicle for reaching the target level of reserves, although periodic contributions may be made from other sources upon direction of the City Council. Once the assets in the trust reach the target level, the earnings on the assets may be used to offset a portion of the OPEB plan benefits that are routinely annually budgeted and paid for using other resources of the general fund.

- **VEHICLE REPLACEMENT RESERVE:** an amount equal to thirty percent (30%) of the recorded (book) value of the motor vehicles and associated assets accounted for in the Vehicle Replacement Fund (an internal service fund). Internal service fund charges to benefitting departments provide the mechanism for building the reserves in the fund. The charges take into account the initial acquisition costs of the assets, their expected years of service, and the estimated cost to replace them at the end of their useful life. Once the target level is reached, the adequacy of the reserve with respect to the status of the fleet should be reevaluated along with the formula used for developing the ISF charges.

The status of each reserve shall be reviewed each year by the City Manager as part of the budgeting process. The City Manager shall take into account the most recently completed CAFR and any other pertinent data and make recommendations to the City Council regarding any adjustments to reserve levels; however, nothing in this policy shall prevent determining or reporting on the level of any reserves at other times during the year.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Maintenance of Reserve Funds	**POLICY** #201
ADOPTED: June 26, 1985	**AMENDED:** ~~March 4, 2025~~ November 18, 2025

Replenishment of Reserves

If a reserve balance falls below the targeted level, the City shall strive to restore it to the targeted level through budgetary or other means according to the following guidelines:

- If a reserve is drawn down to 75-99% of its targeted balance, it shall be restored to 100% over a 1 to 3 year period.
- If a reserve is drawn down to 50-74% of its targeted balance, it shall be restored to 100% over a 3 to 5 year period.
- If a reserve is drawn down below 50% of its targeted balance, it shall be restored to 100% over a 5 to 7 year period.

These guidelines may be suspended, in whole or part, if financial or economic circumstances prevent meeting any or all of the timelines.

Related Policy References

None

Prior Policy Amendments

September 17, 2019
November 21, 2017
June 7, 2016
October 7, 2014
December 10, 2013
March 12, 2002

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Investments	**POLICY #203**
ADOPTED: October 23, 1990	**AMENDED:** November 19, 2024

I. INTRODUCTION

The City of National City's investment program will conform to federal, state, and other legal requirements, including California Government Code Sections 16429.1-16429.4, 53600-53609, and 53630-53686. The following investment policy addresses the methods, procedures, and practices which must be exercised to ensure effective and judicious fiscal and investment management of the City's funds. It is the policy of the City to invest public funds in a manner that will provide a market rate of return, given its requirements for preserving principal and meeting the daily cash flow demands of the City. All investments will comply with this Investment Policy and governing laws.

This Investment Policy replaces any previous Investment Policy or Investment Procedures of the City.

II. SCOPE

This Investment Policy applies to all the City's financial assets and investment activities with the following exception(s):

Proceeds of debt issuance shall be invested in accordance with the City's general investment philosophy as set forth in this policy; however, such proceeds are invested in accordance with permitted investment provisions of their specific bond indentures.

CalPERS, OPEB trusts, and the investment of employees' deferred compensation funds invested pursuant to Government Code Section 53609.

Pooling of Funds: Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. GENERAL OBJECTIVES

The overriding objectives of the investment program are to preserve principal, provide sufficient liquidity, and manage investment risks.

1. *Safety*: Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

2. *Liquidity*: The investment portfolio will remain sufficiently liquid to meet all operating requirements

3. *Return*: The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

IV. PRUDENCE, INDEMNIFICATION, AND ETHICS

A. *Prudent Investor Standard*: Management of the City's investments is governed by the Prudent Investor Standard as set forth in California Government Code Section 53600.3:

> **"…**all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

B. *Indemnification*: The Director of Finance or City Manager designee hereinafter designated as Financial Services Officer and other authorized persons responsible for managing City funds, acting in accordance with written procedures and the Investment Policy and exercising due diligence, will be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.

C. *Ethics*: Officers and employees involved in the investment process will refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DELEGATION OF AUTHORITY

A. Authority to manage the City's investment program is derived from California Government Code Section 53600 *et seq*. The City Council is responsible for the City's cash management, including the administration of this Investment Policy. Management

responsibility for the cash management of City funds is hereby delegated to the Director of Finance and/or Financial Services Officer.

The Director of Finance or designee will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate employee.

B. The City may engage the services of one or more external investment managers to assist in the management of the City's investment portfolio in a manner consistent with the City's objectives. Such external managers may be granted discretion to purchase and sell investment securities in accordance with this Investment Policy. Such managers must be registered under the Investment Advisers Act of 1940.

VI. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

A list will be maintained of financial institutions and depositories authorized to provide investment services. In addition, a list will be maintained of approved security broker/dealers selected by conducting a process of due diligence described in the investment procedures manual. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

A. The City's Director of Finance or designee will determine which financial institutions are authorized to provide investment services to the City. Institutions eligible to transact investment business with the City include:

1. Institutions licensed by the state as a broker-dealer, as defined in Section 25004 of the Corporations Code, with proof of FINRA certification.
2. Primary government dealers as designated by the Federal Reserve Bank;
3. Nationally or state-chartered banks;
4. The Federal Reserve Bank;
5. Savings association or federal association (as defined in Section 5102 of the Financial Code); and
6. Direct issuers of securities eligible for purchase.

B. Selection of financial institutions and broker/dealers authorized to engage in transactions with the City will be at the sole discretion of the City.

C All financial institutions which desire to become qualified bidders for investment

transactions (and which are not dealing only with the investment adviser) must supply the Director of Finance or designee with a statement certifying that the institution has reviewed California Government Code Section 53600 *et seq*. and the City's Investment Policy.

D. Selection of broker/dealers used by an external investment adviser retained by the City will be at the sole discretion of the investment adviser.

E. Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

VII. DELIVERY, SAFEKEEPING AND CUSTODY, AND COMPETITIVE TRANSACTIONS

A. *Delivery-versus-payment*: Settlement of all investment transactions will be completed using standard delivery-vs.-payment procedures.

B. *Third-party safekeeping*: To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by the City will be held in safekeeping by a third party bank custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City.

C. *Competitive transactions*: All investment transactions will be conducted on a competitive basis which can be executed through a bidding process involving at least three separate brokers/financial institutions or through the use of a nationally recognized trading platform.

VIII. AUTHORIZED AND SUITABLE INVESTMENTS

All investments will be made in accordance with California Government Code Section 53600 *et seq.* and as described within this Investment Policy. Permitted investments under this policy will include:

1. **Municipal Bonds.** These include bonds of the City, the State of California, any other municipality, within the state of California. The bonds will be registered in the name of the City or held under a custodial agreement at a bank.

   a. Are rated in the category of "A" or better by at least two nationally recognized statistical rating organizations; and

   b. No more than 5% per issuer.

c. No more than 30% of the total portfolio may be invested in municipal bonds.

2. **US Treasury** and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in US Treasuries.

3. **Federal Agency or United States government-sponsored enterprise obligations, participations, or other instruments**, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in government-sponsored enterprises.

4. **Banker's acceptances**, provided that:

a. They are issued by institutions with short term debt obligations rated "A1" or higher, or the equivalent, by at least two nationally recognized statistical-rating organizations (NRSRO); and have long-term debt obligations which are rated in rating category "A" or higher by at least two nationally recognized statistical rating organizations;

b. The maturity does not exceed 180 days; and

c. No more than 40% of the total portfolio may be invested in banker's acceptances and no more than 5% per issuer.

5. **Federally insured time deposits** (Non-negotiable certificates of deposit) in state or federally chartered banks, savings and loans, or credit unions, provided that:

a. The amount per institution is limited to the maximum covered under federal insurance; and

b. The maturity of such deposits does not exceed 5 years.

6. **Certificate of Deposit Placement Service (CDARS)**

a. No more than 30% of the total portfolio may be invested in a combination of certificates of deposit including CDARS

b. The maturity of CDARS deposits does not exceed 5 years.

7. **Negotiable certificates of deposit (NCDs)**, provided that:

a. They are issued by institutions which have long-term obligations which are rated

"A" or higher by at least two nationally recognized statistical rating organizations; and/or have short term debt obligations rated "A1" or higher, or the equivalent, by at least two nationally recognized statistical rating organizations;

b. The maturity does not exceed 5 years; and

c. No more than 30% of the total portfolio may be invested in NCDs and no more than 5% per issuer.

8. **Commercial paper**, provided that:

a. The maturity does not exceed 270 days from the date of purchase;

b. The issuer is a corporation organized and operating in the United States with assets in excess of $500 million;

c. They are issued by institutions whose short term obligations are rated "A-1" or higher, or the equivalent, by at least two nationally recognized statistical rating organizations; and whose long-term obligations are rated "A" or higher by at least two nationally recognized statistical rating organizations; and

d. No more than 25% of the total portfolio is invested in commercial paper and no more than 5% per issuer. Under a provision sunsetting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the Agency's investment assets under management are greater than $100,000,000.

9. **State of California Local Agency Investment Fund (LAIF)**, provided that:

a. The City may invest up to the maximum permitted amount in LAIF; and

b. LAIF's investments in instruments prohibited by or not specified in the City's policy do not exclude it from the City's list of allowable investments, provided that the fund's reports allow the Director of Finance or Financial Services Officer or designee to adequately judge the risk inherent in LAIF's portfolio.

10. **Local government investment pools.**

a. San Diego County Investment Pool

11. **Corporate medium term notes (MTNs)**, provided that:

a. Such notes have a maximum maturity of 5 years;

b. Are issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States;

c. Are rated "A" category or better by at least one nationally recognized statistical rating organization; and

d. Holdings of medium-term notes may not exceed 30% of the total portfolio and no more than 5% per issuer.

12. **Mortgage pass-through securities, asset-backed securities, and collateralized mortgage obligations from issuers not defined in sections 2 and 3 of the Authorized and Suitable Investments section of this policy,** provided that such securities:

a. Have a maximum stated final maturity of 5 years.

b. Be rated in a rating category of "AA" or its equivalent or better by a nationally recognized statistical rating organization.

c. Purchase of securities authorized by this subdivision may not exceed 20% of the total portfolio.

13. **Money market mutual funds** that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940:

a. Provided that such funds meet either of the following criteria:

1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations; or,

2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by California Government Code Section 53601 (a through j) and with assets under management in excess of $500 million.

b. Purchase of securities authorized by this subdivision may not exceed 20% of the total portfolio.

14. **Supranationals**, provided that:

a. Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.

b. The securities are rated in a category of "AA" or higher by a NRSRO.

c. No more than 30% of the total portfolio may be invested in these securities.

d. No more than 10% of the total portfolio may be invested in any single issuer.

e. The maximum maturity does not exceed five (5) years.

IX. PORTFOLIO RISK MANAGEMENT

A. The following are prohibited investment vehicles and practices:

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.

2. In accordance with California Government Code Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.

3. Investment in any security that could result in a zero interest accrual if held to maturity is prohibited. Under a provision sunsetting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.[AS2]

4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

5. Purchasing or selling securities on margin is prohibited.

6. The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.

7. The purchase of foreign currency denominated securities is prohibited.

8. The purchase of a security with a forward settlement date exceeding 45 days from the time of the investment is prohibited.

B. Mitigating credit risk in the portfolio

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

1. The diversification requirements included in Section IX are designed to mitigate credit risk in the portfolio;

2. No more than 5% of the total portfolio may be invested in securities of any single issuer, except as noted in Section VIII of this Investment Policy;

3. The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity, or yield of the portfolio in response to market conditions or the City's risk preferences; and

4. If securities owned by the City are downgraded by either Moody's or S&P to a level below the quality required by this Investment Policy, it will be the City's policy to review the credit situation and make a determination as to whether to sell or retain such securities in the portfolio.

    a. If a security is downgraded, the Director of Finance or designee will use discretion in determining whether to sell or hold the security based on its current maturity, the economic outlook for the issuer, and other relevant factors.

    b. If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported monthly to the City Council.

C. Mitigating market risk in the portfolio

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes. The City further recognizes that certain types of securities, including variable rate securities, securities with principal pay-downs prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

1. The City will maintain a minimum of three months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements;

2. The maximum percent of callable securities (does not include "make whole call" securities as defined in the Glossary) in the portfolio will be 20%;

3. The maximum stated final maturity of individual securities in the portfolio will be five years, except as otherwise stated in this policy; and

4. The duration of the portfolio will at all times be approximately equal to the duration (typically plus or minus 20%) of a Market Benchmark Index selected by the City based on the City's investment objectives, constraints and risk tolerances. The City's current Benchmark will be documented in the investment procedures manual.

X. INVESTMENT OBJECTIVES (PERFORMANCE STANDARDS AND EVALUATION)

A. Overall objective: The investment portfolio will be designed with the overall objective of obtaining a total rate of return throughout economic cycles, commensurate with investment risk constraints and cash flow needs.

B. Specific objective: The investment performance objective for the portfolio will be to earn a total rate of return over a market cycle which is approximately equal to the return on the Market Benchmark Index as described in the City's investment procedures manual.

XI. PROCEDURES AND INTERNAL CONTROLS

A. Procedures: The Director of Finance or designee will establish written investment policy procedures in a separate investment procedures manual to assist investment staff with day-to-day operations of the investment program consistent with this policy. Such procedures will include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance or designee.

B. Internal Controls: The Director of Finance or designee is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure will be designed to provide reasonable assurance that these objectives are met. Internal controls will be in the City's investment procedures manual.

XII. REPORTING AND REVIEW

A. Monthly reports: The Director of Finance and/or Financial Services Officer must submit a monthly report to the legislative body accounting for transactions made during the

reporting period.

B. Quarterly reports: Quarterly investment reports will be submitted by the Director of Finance or designee to the City Council, at an agendized meeting within 45 days of the end of the quarter. Consistent with the requirements contained in California Government Code Section 53646, information in the quarterly investment reports shall include, but not be limited to, the following:

1. Type of investment
2. Name of issuer and/or financial institution
3. Date of purchase
4. Date of maturity
5. Current market value for all securities
6. Rate of interest
7. Purchase price of investment
8. Other data as required by the City

C. Annual Policy review: The Investment Policy will be reviewed at least annually within 120 days of the end of the fiscal year and, as necessary, adopted, to ensure its consistency with the overall objectives of preservation of principal, liquidity, and return, and its relevance to current law and financial and economic trends.

Related Policy References

California Government Code Sections: 16429.1 – 16429.4, and 53600 – 53609 and 53630-53686
Investment Company Act of 1940
Investment Advisers Act of 1940
Securities and Exchange Commission Rule #15C3-1
Appendix I attached: “Authorized Personnel”
Appendix II attached: “Glossary of Investment Terms”

Prior Policy Amendments

October 23, 1990 – Established Policy
May 9, 1995 (Resolution No. 95-62) Updated Policy and Inclusion in the Policy Manual and Amend policy adopted October 23, 1990
August 6, 1996 (Resolution No. 96-130)
August 26, 1997 (Resolution No. 97-110)
October 6, 1998 (Resolution No. 98-136)
September 7, 1999 (Resolution No. 99-130)
October 2, 2001 (Resolution No. 2001-151)
October 1, 2002 (Resolution No. 2002-149)
October 7, 2003 (Resolution No. 2003-139)
June 7, 2005 (Resolution No. 2005-118)
October 4, 2005 (Resolution No. 2005-215)
August 21, 2007 (Resolution No. 2007-202)
February 19, 2008 (Resolution No. 2008-37)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Investments	**POLICY #203**
ADOPTED: October 23, 1990	**AMENDED:** November 19, 2024

February 19, 2008 (Resolution No. 2008-38) CDC
January 10, 2012 (Resolution No. 2012-09)
December 10, 2013 (Resolution No. 2013-189)
December 16, 2014 (Resolution No. 2014-172)
December 15, 2015 (Resolution No. 2015-186)
December 6, 2016 (Resolution No. 2016-189)
October 17, 2017 (Resolution No. 2017-203)
November 20, 2018 (Resolution No. 2018-189)
August 18, 2020 (Resolution No. 2020-151)
June 21, 2022 (Resolution No. 2022-107)
August 15, 2023 (Resolution No. 2023-116)
November 19, 2024 (Resolution No. 2024-135)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Investments	**POLICY #203**
ADOPTED: October 23, 1990	**AMENDED:** November 19, 2024

Appendix I

Authorized Personnel

The following positions are authorized to transact investment business and wire funds for investment purposes on behalf of the City of National City:

City Manager
Assistant City Manager
Financial Services Officer
Director of Finance or designee

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Investments	**POLICY #203**
ADOPTED: October 23, 1990	**AMENDED:** November 19, 2024

Appendix II
GLOSSARY OF INVESTMENT TERMS

Agencies. Shorthand market terminology for any obligation issued by *a government-sponsored entity (GSE),* or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FDIC. The Federal Deposit Insurance Corporation provides insurance backed by the full faith and credit of the US government to certain bank deposits and debt obligations.

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called "Freddie Mac" issues discount notes, bonds and mortgage pass-through securities.

FNMA. Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as "Fannie Mae," issues discount notes, bonds and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as "Ginnie Mae," issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio and Mississippi River valleys. TVA currently issues discount notes and bonds.

Asked. The price at which a seller offers to sell a security.

Asset-Backed Securities. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

Average life. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

Banker's acceptance. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which "accepts" the obligation to pay the investor.

Benchmark. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

Bid. The price at which a buyer offers to buy a security.

Broker. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from his own position.

Callable. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issues securities, it will likely call its current securities and reissue them at a lower

rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when rates are lower than when the investment was initially made.

Certificate of Deposit (CD). A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

Collateral. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

Collateralized Mortgage Obligations (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

Commercial paper. The short-term unsecured debt of corporations.

Cost yield. The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

Coupon. The rate of return at which interest is paid on a bond.

Credit risk. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

Current yield. The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

Dealer. A dealer acts as a principal in security transactions, selling securities from and buying securities for his own position.

~~**Debenture.** A bond secured only by the general credit of the issuer.~~

Delivery vs. payment (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

Discount. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par, and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

Diversification. Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

Duration. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

Federal funds rate. The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

Federal Open Market Committee: A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.

Fiduciary. A person or organization that acts on behalf of another person(s) or organization that puts their clients' interest ahead of their own as they are bound both legally and ethically to act in the best interests of their clients.
Haircut: The margin or difference between the actual market value of a security and the value assessed by the lending side of a transaction (i.e. a repo).
Leverage. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.
Liquidity: The speed and ease with which an asset can be converted to cash.
Local Agency Investment Fund (LAIF). A voluntary investment fund managed by the California State Treasurer's Office open to government entities and certain non-profit organizations in California.
Local Government Investment Pool. Investment pools including the Local Agency Investment Fund (LAIF), county pools, joint powers authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.
Make Whole Call. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."
Margin: The difference between the market value of a security and the loan a broker makes using that security as collateral.
Market risk. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.
Market value. The price at which a security can be traded.
Marking to market. The process of posting current market values for securities in a portfolio.
Maturity. The final date upon which the principal of a security becomes due and payable. The investment's term or remaining maturity is measured from the settlement date to final maturity.
Medium term notes. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.
Modified duration. The percent change in price for a 100 basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.
Money market. The market in which short term debt instruments (T-bills, discount notes, commercial paper and banker's acceptances) are issued and traded.
Mortgage pass-through securities. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.
Municipal Securities. Securities issued by state and local agencies to finance capital and

operating expenses.

Mutual fund. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

Nationally Recognized Statistical Rating Organization (NRSRO). A credit rating agency the United States Securities and Exchange Commission uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

Premium. The difference between the par value of a bond and the cost of the bond, when the cost is above par.

Prepayment speed. A measure of how quickly principal is repaid to investors in mortgage securities.

Prepayment window. The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

Primary dealer. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out US monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the US Government securities market.

Prudent person (man) rule. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

Realized yield. The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

Regional dealer. A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities, and that is not a primary dealer.

Repurchase agreement (RP, Repo). Short term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a **reverse repurchase agreement**.

Safekeeping. A service to bank customers whereby securities are held by the bank in the customer's name.

Short Term. Less than one (1) years' time.

Structured note. Structured note. ~~A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities or indices. Examples include inverse floating rate notes which have coupons that increase when other interest~~

~~rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.~~

Notes issued by Government Sponsored Enterprises (FHLB, FNMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Supranational. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

Total rate of return. A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

US Treasury obligations. Securities issued by the US Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk, and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

Treasury bills. All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

Treasury notes. All securities issued with initial maturities of two to ten years are called Treasury notes, and pay interest semi-annually.

Treasury bonds. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

Value. Principal plus accrued interest.

Volatility. The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

Yield to Maturity. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Donation Acceptance Policy	**POLICY #**204
ADOPTED: October 21, 2003	**AMENDED**: ~~October 17, 2023~~November 18, 2025

Purpose

From time to time, individuals, community groups and businesses may wish to make donations to the City in either cash or in-kind contributions that enhance projects, facilities, and programs, and the need for such projects, facilities and programs often exceeds the City's ability to fund such item~~them~~. Accordingly, it is an acceptable and appropriate practice to accept donations, in order to enhance city programs and/or facilities to provide a higher level of service to the public.

The purpose of this policy is to establish an orderly and efficient process for the acceptance of donations made to the City. It is also important to process donations in such a way so as to distinguish between donations made to the City, versus those made to individuals (e.g., gifts or campaign contributions).

Policy

All donations made to the City shall be accepted and processed according to the following:

1. The donation must have a purpose consistent with City goals and objectives.

2. The City Council may decline any donation without comment or cause.

3. The donation must not be in conflict with any provision of the law.

4. In-kind donations will be acceptable to the City of National City.

5. The donation will not add to the workload of the City Council or staff unless it provides a net benefit to the City.

6. The donation will not require hidden costs such as starting a program the City would be unwilling to fund when the donation was exhausted. To the extent the donation is for specific funding of a program or position, any such donation can be accepted but will not be conditioned on continuing funding for that program or position beyond the donation amount.

7. The donation must place no restriction on the City, unless agreed to by the City Council.

8. The donation shall become the property of the City.

9. All donations will receive recognition appropriate to the level and nature of the donation as determined by the City. For those of a capital nature, that may be in the form of signage, marking or naming, as determined by the City Council. Regardless

of the recognition strategy selected, the intent shall be to appropriately honor the donor for their contribution to the community. The appearance of traditional commercial advertising or product endorsements that promote the donor shall be prohibited.

10. All monetary donations shall be submitted to the Finance Department staff. A receipt shall be made available from the Finance Department, upon request. Other departments may accept non-monetary donations subject to the other provisions of this policy and shall notify the Finance Department of all such donations received.

11. Cash donations exceeding $5,000, and in-kind donations exceeding $5,000 in value, must be submitted through a written agreement consistent with these guidelines and approved by the City Council. In-kind capital donations will be subject to normal City review, permitting, inspection and insurance requirements.

12. At the time of acceptance, donations exceeding two-hundred and fifty dollars ($ 250) will be acknowledged in writing by the recipient department in a format approved by the City Attorney. The original acknowledgement will be sent to the donor and a copy forwarded to the Finance Department.

Related Policy References
Council Policy #115: Donating City Property & Police Unclaimed Property
Council Policy #117: Distribution & Reporting of Tickets and Passes
Two templates for "Donation Acceptance" agreements are attached to this policy

Prior Policy Amendments
October 21, 2003 (Resolution No. 2003-151)
April 20, 2004 (Resolution No. 2004-58)
June 7, 2005 (Resolution No. 2005-118)
August 16, 2005 (Resolution No. 2005-183)
October 17, 2023 (Resolution No. 2023-149)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Donation Acceptance Policy	**POLICY #**204
ADOPTED: October 21, 2003	**AMENDED**: ~~October 17, 2023~~November 18, 2025

UNCONDITIONAL DONATION OF PERSONAL PROPERTY (ART WORK) TO THE CITY OF NATIONAL CITY

_____(hereinafter referred to as "the Donor") hereby
(Name of Donor)

makes an unconditional donation, in perpetuity, of _____
(Description of Donation)

_____

(hereinafter referred to as "the Donation") to the City of National City. The Donor understands and acknowledges that pursuant to Sections 37354 and 37355 of the California Government Code, the City is authorized to accept said donation for any public purpose that the City desires.

Due to the nature of the donation work of art and the site on which it is installed, the DONOR and his/her agents, heirs, successors and assigns hereby waive any and all rights they may have under thee California Art Preservation Act, as set forth in Civil Code Section 987. The DONOR agrees that upon completion, the physical work of art which is created pursuant to this Agreement shall be transferred to and shall vest in the City of National City, and the DONOR hereby expressly waives and releases all rights of ownership to the work of art, including those under Civil Service Code Section 988. The DONOR, his/her agents, heirs, successors and assigns also agree not to attempt to defeat this waiver by cooperating with any organization which seeks to bring an action under Civil Code Section 989.

The Donor hereby releases the City of National City and its officers, employees and volunteers, against and from any and all liability, loss, damages to property, claims, demands, suits, actions proceedings, costs or attorney's fees, of any kind or nature, resulting from or arising out of the City's use of the Donation.

The individual executing this document on behalf of the Donor represents that he/she has the legal power, right and authority to bind the Donor; that all requisite action (corporate, trust partnership or otherwise) has been taken by the Donor in connection with authorizing the execution of this document; that this document shall be legally enforceable as to the Donor; an that the execution of this document does not conflict with or result in the breach of any contract bond, note or other agreement or instrument to which the Donor is a party.

Dated: _____ DONOR

By: _____
(Authorized Representative)

_____

For Office Use Only
Certificate of Insurance Approved _____ Date:_____

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Donation Acceptance Policy	**POLICY #**204
ADOPTED: October 21, 2003	**AMENDED**: ~~October 17, 2023~~November 18, 2025

UNCONDITIONAL DONATION OF PERSONAL PROPERTY TO THE CITY OF NATIONAL CITY

_____ (hereinafter referred to as "the Donor") hereby
(Name of Donor)

makes an unconditional donation, in perpetuity, of _____
(Description of Donation)

_____

(hereinafter referred to as "the Donation") to the City of National City. The Donor understands and acknowledges that pursuant to Sections 37354 and 37355 of the California Government Code, the City is authorized to accept said donation for any public purpose that the City desires.

As a condition of the granting of permission by the City of National City to the donor to conduct its activities on public property, the donor hereby agree(s) to defend, indemnify and hold harmless the City of National City its officers, employees and agents, from and against any and all claims, demands, costs, losses, liability or, for any personal injury, death or property damage, or both, or any litigation and other liability, including attorney's fees and the costs of litigation, arising out of or related to the use of public property by the donor or its agents, employees or contractors. The Donor agrees to provide a minimum of $1,000,000 combined single limit insurance for bodily injury and property damage which includes the City, its officials, agents and employees named as additional insured. A certificate of insurance must be attached to this form.

The individual executing this document on behalf of the Donor represents that he/she has the legal power, right and authority to bind the Donor; that all requisite action (corporate, trust, partnership or otherwise) has been taken by the Donor in connection with authorizing the execution of this document; that this document shall be legally enforceable as to the Donor; and that the execution of this document does not conflict with or result in the breach of any contract, bond, note or other agreement or instrument to which the Donor is a party.

Dated:_____

DONOR

By:_____
(Authorized Representative)

_____

For Office Use Only

Certificate of Insurance Approved _____ Date _____

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

I. POLICY

This debt management policy (hereafter " Policy") sets forth debt management objectives for the City of National City, the National City Joint Powers Financing Authority, the Successor Agency to the National City Redevelopment Agency, and any other entity for which the City Council acts as the legislative body. The term “City" shall refer to each of such entities.

This Policy establishes general parameters for issuing and administering debt. Recognizing that cost-effective access to the capital markets depends upon prudent management of the Debt Program, the City Council has adopted this Policy by resolution.

This Policy is intended to comply with California Government Code Section 8855(i) which requires that the California Debt and Investment Advisory Commission (“CDIAC”) be notified in advance of an entity’s proposed issuance of debt, that the entity has a debt management policy comprising certain elements and that the issuance is consistent with the entity’s debt management policy.

II. SCOPE

The guidelines established by this Policy will govern the issuance and management of all debt financing for long-term capital or other needs. ~~and not~~Debt financing will not be used for general operating functions. When used in this Policy, "debt" refers to all forms of indebtedness. The City recognizes changes in the capital markets and other unforeseen circumstances may require action that deviates from this Policy. City Council approval shall be required for implementation of any exceptions to this Policy for such circumstances.

III. GOALS & OBJECTIVES

The purpose of this Policy is to assist the City in pursuit of the following equally important goals and objectives, while providing full and complete financial disclosure and ensuring compliance with applicable state and federal laws:

- minimize debt service and issuance costs;
- maintain access to cost effective borrowing;
- achieve the highest practical credit rating;
- ensure full and timely repayment of debt ;
- maintain full and complete financial disclosure and reporting;
- ensure compliance with applicable state and federal laws.

IV. RELATIONSHIP OF DEBT TO, AND INTEGRATION WITH, THE CITY'S CAPITAL

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

IMPROVEMENT PROGRAM ~~AND~~ OR BUDGET

Capital Improvement Program or Other Needs - The City Manager or his/her designee (hereafter "City Manager") shall assess and identify the capital or other needs of the City for which debt financing may be an appropriate option. ~~and~~ For capital improvement needs, the City M~~m~~anager will review the current Capital Improvement Program to develop a schedule for when facilities should be improved or acquired. The City Manager shall identify potential funding sources and financing options and match those resources to the capital needs identified in the Capital Improvement Program. In making such determination, the City Manager shall consider the maximum term~~;~~, average maturity~~;~~, amortization of debt service~~;~~, optional redemption features~~;~~, and use of variable or fixed-rate debt, credit enhancements, and other structuring considerations, as further discussed below.

Budget Integration - The decision to incur new indebtedness should be integrated with the policy decisions embedded in the City Council ~~-~~adopted annual operating and capital budget. The annual debt service payments shall be included in the operating budget. For capital projects, ~~The~~ the City will integrate its debt issuances with the goals of its Capital Improvement Program by timing issuance of debt to ensure projects are available when needed in furtherance of the City's public purposes. For all other needs eligible to be debt financed, ~~The~~ the City will seek to issue debt at a time and in a ~~timely~~ manner ~~to~~ that ~~avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund~~maximizes the benefits to the City of the debt issuance.

Biennial Review - Recognizing cost-effective access to the capital market depends upon prudent management of the City's debt program, a review of the Policy should be performed at least biennially. The Policy shall be included as an appendix in the annual budget adopted by the City Council. Any substantive changes to the Policy shall be brought to the City Council for consideration and approval.

V. POLICY GOALS RELATED TO THE CITY'S PLANNING GOALS AND OBJECTIVES

In following this Policy, the City shall pursue the following goals:

1. attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements;

2. take all practical precautions and proactive measures to avoid financial decisions that will negatively impact the City's credit ratings on existing or future debt issues;

3. consider market conditions and City cash flow when timing the issuance of debt;

4. determine the amortization (maturity) schedule ~~which~~ that will fit best within the City's overall debt structure at the times new debt is issued;

5. match the term of the issue to the useful lives of assets funded by that issue, when practicable and economical, while considering repair and replacement costs of those assets to be incurred in the ~~–~~future;

6. when issuing debt, assess financial alternatives so as to minimize the impact on the City's General Fund or special funds, as applicable;

7. when planning for the sizing and timing of debt issuance, consider the ability to expend the proceeds in a timely, efficient, and economical manner.

VI. DELEGATION AUTHORITY

Pursuant to the provisions of Section 37209 and 40805.5 of the Government Code of the State of California and to Chapter 2.16.090 of the National City Municipal Code, the Director of Finance, under the direction and control of the City Manager, is responsible for the administration of the financial functions of the City. This Policy grants the City Manager or the Director of Finance the authority to select the financing team, coordinate the administration and issuance of debt, communicate with rating agencies, and fulfill all pre-issuance and post- issuance requirements imposed by or related to state law, federal tax law, and federal securities law.

Financing Team Definitions and Roles - The Financing Team is the working group of City staff and outside consultants necessary to complete a debt issuance, including, but not limited to, bond counsel, disclosure counsel, underwriter, municipal advisor, trustee, pricing consultant, and/or arbitrage analyst.
Typically, the Director of Finance, the City Attorney, the City Manager, and appropriate department head(s) ~~from~~ form the City staff portion of the Financing Team. Other staff members or designees may also be appointed to the Financing Team.

Consultant Selection - The City will consider the professional qualification and experience of consultants as they relate to the specific bond issue or other financing under consideration.

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

In certain instances, the City ~~will~~ may conduct a request for proposal/qualification process to select such consultants. Other professionals may be selected by the City Manager or Director of Finance on an as-needed basis.

VII. METHODS OF FINANCING - TYPES OF DEBT THAT MAY BE ISSUED AND PURPOSES OF DEBT

The City will investigate all possible financing alternatives, including, but not limited to, bonds, loans, state bond pools, and grants. The City also has an impact fee program whereby new development pays its fair share for the increased capital costs that result from new construction. Although impact fee payments are restricted to specific projects or types of projects, the use of these payments, when permitted, can be an important source of financing for certain capital projects.

Cash Funding - The City may fund capital improvements from current revenues or accumulated reserves.

Inter-fund Borrowing -The City may borrow internally from other funds with surplus cash in lieu of issuing bonded debt. Purposes warranting the use of this type of borrowing could include short-term cash flow imbalances, interim financing pending the issuance of bonds, or long-term financing in lieu of bonds for principal amounts of under $5.0 million. The City funds from which the money is borrowed shall be repaid with interest based upon the earning rate the City deems appropriate given the length of term, repayment source, and other considerations. The City Manager and Director of Finance shall also exercise due diligence to ensure it is financially prudent to borrow from the fund loaning the money. Inter-fund loans will be evaluated on a case-by-case basis. Borrowing between two City funds requires approval by the City Council by resolution. The purpose of inter-fund borrowing is to finance high-priority needs and to reduce costs of interest, debt issuance, and/or administration.

Bank Loans / Lines of Credit - Although the City does not typically utilize lines of credit for the financing of capital projects, financial institution credit is an option for municipal issuers and may be evaluated as a financing option.

Other Loans - The City will evaluate other loan programs, including, but not limited to, State or federal loans.

Bond Financing - The City may issue any bonds which are allowed under federal and state law, including, but not limited to, general obligation bonds, certificates of participation, revenue bonds, land-secured (assessment and special tax) bonds, refunding bonds, and other obligations (see below for details).

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

General Obligation Bonds - General obligation ("GO") bonds may only be issued with two-thirds approval of the City's registered voters. The California State Constitution (Article XVI, Section 18) limits the use of the proceeds from GO bonds to "the acquisition or improvement of real property." pParks, libraries, and public safety facilities are examples of the types of facilities which may be financed with GO bonds.

Lease Financings - Lease financings may take a variety of forms, including certificates of participation, lease revenue bonds, and direct leases (typically for equipment). When the City finances acquisition or construction of capital improvements or equipment with a lease financing, the City agrees to lease either the financed asset or a different asset and, most commonly the City's lease payments are securitized in the form of certificates of participation or lease revenue bonds. This type of financing requires approval of the City Council.

Revenue Bonds - Revenue bonds are generally issued by the City for enterprise funds which are financially self-sustaining without the use of taxes and therefore rely on the revenues collected by the enterprise fund to repay the debt. This type of financing requires approval of City Council.

Assessment Bonds - The Improvement Bond Act of 1915 (Streets and Highways Code Section 8500 et seq.) and other state laws, subject to A11i.cle XIIID of the California Constitution, allow the City to issue bonds to finance improvements which provide "specific benefit" to the assessed real property. Installments are collected on the secured property tax roll of the County. This type of financing is secured by the lien upon and assessments paid by the real property owners and does not obligate the City's General Fund or other funds.

Special Tax Bonds - Under the Mello-Roos Community Facilities Act of 1982, the City may issue bonds on behalf of a community facilities district ("CFOCFD") to finance capital facilities most commonly in connection with new development. These bonds must be approved by a two-thirds vote of the qualified electors in the CFD, which the Mello-Roos Act defines to mean registered voters if there are 12 or more registered voters in the CFD and, if there are fewer than 12 registered voters, the landowners in the CFD. Bonds issued by the City under the Mello-Roos Act are secured by a special tax on the real property within the CFOCFD. The financed facilities do not need to be physically located within the CFD. As this type of financing is secured by the special tax lien upon the real property, it does not obligate the City's General Fund or other funds.

Refunding Obligations - Pursuant to the Government Code and various other financing statutes applicable in specific situations, the City Council is authorized to

provide for the issuance of bonds for the purpose of refunding any long-term obligation of the City. Absent any significant non-economic factors, a refunding should produce net debt service savings (net of reserve fund earnings and other offsets and accounting for transaction costs) of at least 3% of the par value of the refunded bonds on a net present value basis, using the refunding issue's true interest cost ("TIC") as the discount rate, unless the City determines a lower savings percentage is acceptable for issues or maturities with short maturity dates. Additionally, the City may determine there are other~~,~~ compelling "non-economic" reasons (i.e., removal of onerous covenants, terms, or conditions) to issue refunding obligations.

Other Obligations - There may be special circumstances when other forms of debt are appropriate and may be evaluated on a case-by-case basis. Such other forms include, but are not limited to: bond anticipation notes, grant anticipation notes, tax allocation bonds, lease revenue bonds, pension obligation bonds, etc.

VIII. STRUCTURE & TERM

Term of Debt - Debt will be structured for the shortest period possible, consistent with a fair allocation of costs to current and future users of the assets or obligations being financed. The standard term of long-term debt borrowing is typically 15-30 years.

Consistent with its philosophy of keeping its capital facilities and infrastructure systems in good condition and maximizing the useful lives of its capital assets, the City will make every effort to allocate sufficient resources to finance ongoing maintenance needs and to provide reserves for periodic replacement and renewal of capital assets. Generally, no debt will be issued for a period exceeding the useful life or average useful lives of projects to be financed.

Debt Repayment Structure- In structuring a bond issue, the City will manage the ~~amo1tization~~ amortization of the debt and, to the extent possible, match its cash flow to the anticipated debt service payments. In addition, the City will seek to structure debt with aggregate level debt service payments over the life of the debt. Structures with uneven debt service will be considered when one or more of the following exists:

- natural disasters or extraordinary unanticipated external factors make payments on the debt in the early years prohibitive;
- such structuring is beneficial to the City' s aggregate overall debt payment schedule;
- such structuring will allow debt service to more closely match project revenues during the early years of the project's operation.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

Bond Maturity Options - For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, capital appreciation bonds (CABs) may be used. The decision to use term, serial, or CABs is typically driven by market conditions.

Interest Rate Structure - The City currently issues securities on a fixed interest rate basis only. Fixed rate securities ensure budget ~~certainly~~ certainty through the life of the issue and avoid the volatility of variable rates.

Credit Enhancement - Credit enhancement may be used to improve or establish a credit rating on a City debt obligation. Types of credit enhancement include letters of credit, bond insurance, and surety policies. A credit enhancement may be used if it reduces the overall cost of the proposed financing or if the use of such credit enhancement furthers the City's overall financial objectives.

Debt Service Reserve Fund - Debt service reserve funds are typically held by a trustee to make principal and interest payments to bondholders in the event the pledged revenue s are insufficient to do so. The City will fund debt service reserve funds when it is in the City's overall best financial interest. The City may decide not to utilize a reserve fund if the City, in consultation with the underwriter and municipal advisor, determines there would be no adverse impact to the City's credit rating or interest rates.

Per internal Revenue Service rules, the size of the reserve fund on tax-exempt bond issuance shall be the lesser of:

- 10% of the initial principal amount of the debt;
- 125% of average annual debt service; or
- 100% of maximum annual debt service.

In lieu of holding a cash funded reserve, the City may substitute a surety bond or other credit instrument in its place. The decision to cash fund a reserve fund rather than to use a credit facility is dependent upon the cost of the credit instrument and the investment opportunities.

Call Options / Redemption Provisions - A call option or optional redemption provision gives the City the right to prepay or retire debt prior to its stated maturity date. This option may permit the City to achieve interest savings in the future through the refunding of the bonds. Often the City will pay a higher interest rate as compensation to the buyer for the risk of having the bond called in the future. In addition, if a bond is called, the ~~bolder~~ holder may be entitled to a premium payment (call premium). Because the cost of call options can vary depending on market conditions, an evaluation of factors will be conducted in connection with each issuance. The City, in consultation with the underwriter

and municipal advisor, shall evaluate the use of a call option on a case-by-case basis.

Debt Limits - California Government Code Section 43605 states the City shall not incur bonded indebtedness payable from the proceeds of property tax which exceeds 15 percent of the assessed value of all real and personal property of the city.

The cumulative annual debt service of all bond issues supported by the General Fund is restricted to no more than 15 percent of the annual General Fund revenue.

Bond issues supported by enterprise funds or other self-supporting funds should maintain a minimum ratio of net operating income to annual debt service ("coverage ratio") the City concludes is financially prudent. Typically, a higher coverage ratio produces a better credit rating and lower interest rates, yet, if too high, may restrict efficient enterprise operations or unduly induce user rate increases. Therefore the City should balance the benefits of higher ratings with the operational impact of high coverage ratios.

IX. METHOD OF ISSUANCE AND SALE; DISCLOSURE

Debt issues are sold to a single underwriter or to an underwriting syndicate, either through a competitive sale or a negotiated sale. A negotiated sale may involve the sale of securities to investors through an underwriter or the private placement of the securities with a financial institution or other sophisticated investor. The selected method of sale will be that which is most beneficial to the City in terms of lowest net interest rate, most favorable terms in financial structure, and market conditions. The City will review conditions in conjunction with information and advice presented by the City's municipal advisor.

Competitive Sales of Bonds - In a competitive sale, the terms of the debt will be defined by the City and the price of the debt will be established through an impartial bidding process amongst qualified underwriters and/or underwriting syndicates. The issue is awarded to the underwriter judged to have submitted the best bid which offers the lowest true interest cost, taking into account underwriting spread, interest rates, and any discounts or premiums.

Negotiated Sale of Bonds - A method for sale of bonds, notes, or other financing vehicles in which the City selects in advance, based upon proposals received or by other means, one or more underwriters to work with it in structuring, marketing, and offering an issue to investors. The negotiated sale method is often used when the issue is: a first-time sale by an issuer (a new credit); a complex security structure, such as a variable ~~arable~~ rate transaction; an unusually large issue; or in a highly volatile or congested market where flexibility as to bond sale timing is important.

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

Private Placement - A private placement is a variation of a negotiated sale in which the City, usually with the help of a municipal advisor and placement agent, will attempt to place the entire new issue directly with an investor. The investor will negotiate the specific terms and conditions of the financing before agreeing to purchase the issue. Private placements are generally undertaken because the transaction is complex or unique, requiring direct negotiations with the investor, or because the issue is small or of a shorter duration and a direct offering provides economies of scale, lower interest costs, and reduced continuing disclosure.

Derivative Products - Because of their complexity, unless otherwise amended, derivative products such as interest rate swaps, interest floaters and other hybrid securities are prohibited by this Policy.

Initial Disclosure Requirements - The City acknowledges its disclosure responsibilities. Under the guidance of disclosure counsel, the City will distribute or cause an underwriter to distribute its preliminary official statement and final official statement. (Neither is typically required in a private placement, although in some cases a “private placement memorandum” may be required by the investor.)

The Financing Team shall be responsible for soliciting " material" information (as defined in Securities and Exchange Commission Rule 10b-5) from City departments and identifying contributors who may have ~~info1mation~~ information necessary to prepare portions of the official statement or who should review positions of the official statement. In doing so, the Financing Team shall confirm the official statement accurately states all ~~'material"~~ “material" information relating to the decision to buy or sell the subject bonds and that all information in the official statement has been critically reviewed by an appropriate person.

In connection with an initial offering of securities, the City and other members of the Financing Team will:

- identify material information which should be disclosed in the official statement;
- identify other persons who may have material information (contributors);
- review and approve the official statement;
- ensure the City’~~-~~s compliance, and that of its related entities, with federal and state security laws including notification to the California Debt and Investment Advisory Commission (CDIAC) of the proposed debt issue no later than 30 days prior to the sale of any debt issue, and submission of a final report of the issuance to the CDIAC

by any method approved by the CDIAC.

The Financing Team shall critically evaluate the official statement for accuracy and compliance with federal and state securities laws. The approval of an official statement shall be placed on the City Council agenda, and shall not be considered as a consent calendar item. The staff report will summarize the City Council's responsibilities with respect to the official statement and provide the City Council the opportunity to review a substantially final official statement. The City Council shall undertake such review as deemed necessary by the City Council to fulfill the City Council's securities law responsibilities.[1]

For any privately placed debt with no official statement, the final staff report describing the issue and such other documents will be provided to the City Council for approval.

X. CREDITWORTHINESS OBJECTIVES

Ratings are a reflection of the general fiscal soundness of the City and the capabilities of its management. Typically, the higher the credit ratings are, the lower the interest cost is on the City's debt issues. To enhance creditworthiness, the City is committed to prudent financial management, systematic capital planning, and long-term financial planning, and, to that end, has an objective of maintaining a credit rating of at least AA- (Standard and Poor's). However the City also recognizes that external economic, natural, or other events may, from time to time, affect the creditworthiness of its debt.

The most familiar nationally recognized bond rating agencies are Standard and Poor's, Moody's Investors Service, and Fitch Ratings. When issuing a credit rating, rating agencies consider various factors including, but not limited to:

- the issuer's fiscal status
- the issuer's general management capabilities;
- economic conditions which may impact the stability and reliability of debt repayment sources;
- the issuer's general reserve levels;
- the issuer's debt history and current debt structure;
- project being financed; and
- covenants and conditions in the governing legal documents.

Bond Ratings - The Financing Team will assess whether a credit rating should be obtained for an issuance. The City typically seeks a rating from at least one nationally recognized rating agency on new and refunding issues to be sold in the public market. The Financing Team shall be responsible for determining which of the major rating agencies the City shall request

to provide a rating. When applying for a rating on an issue, the Financing Team shall prepare a presentation for the rating agency when it is determined a presentation is in the best interests of the City.

Rating Agency Communications - The City is responsible for maintaining relationships with the rating agencies that assign ratings to the City's debt obligations. This responsibility includes providing the rating agencies with the City's financial statements, if applicable and any additional information requested.

XI. POST ISSUANCE ADMINISTRATION - INTERNAL CONTROLS

Notification to the CDIAC – The City shall work with its bond counsel to submit a report of final sale to the CDIAC by any method approved by the CDIAC no later than 21 days after the sale of the debt. The report shall include the information required by CDIAC.

Investment of Proceeds - The City shall invest bond proceeds and reserve funds in accordance with each issue's indenture or trust agreement utilizing competitive bidding when possible. All investments will be made in compliance with the City's investment policy objectives of safety, liquidity, and then yield. The investment of bond proceeds and reserve funds shall comply with federal tax law requirements specified in the indenture or trust agreement and the tax certificate.
When feasible, unexpended bond proceeds shall be held by the trustee. The trustee will be responsible for recording all investments and transactions relating to the proceeds and providing monthly statements regarding the investments and transactions.

Use of Bond Proceeds - The City is responsible for ensuring debt proceeds are spent for the intended purposes identified in the related legal documents and that the proceeds are spent in the time frames identified in the tax ~~ce11ificate~~ certificate prepared by the City's bond counsel. When reasonably possible, proceeds of debt will be held by a trustee, until the City submits written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the City Manager or Director of Finance. In those cases where it is not feasible for the proceeds of debt to be held by a trustee, the Director of Finance shall retain records of all expenditures of proceeds for the term of the bonds plus 3 years.

Continuing Disclosure - The Director of Finance or designee will ensure that the City's annual financial statements and associated reports are posted on the City's web site. The City may also contract with consultant(s) to comply with the Securities and Exchange Commission Rule 15c2-12(b)(5) by filing its annual financial statements, other financial and operating data and notices of enumerated events for the benefit of its bondholders on the Electronic Municipal Market Access (EMMA) website of the Municipal Securities Rulemaking Board (MSRB).
The City shall submit an annual ~~repo1t~~ report to the CDIAC for any issue of debt for which it

has submitted a ~~repm1~~ report of final sale on or after January 21, 2017. The annual report shall comply with the requirements of Government Code Section 8855 and related regulations.

Arbitrage Rebate Compliance and Reporting - The use and investment of bond proceeds must be monitored to ensure compliance with arbitrage restrictions. Existing regulations require that issuers calculate rebate liabilities related to any bond issues, with rebates paid to the federal government every five years and as otherwise required by applicable provisions of the Internal

Revenue Code and regulations. The City shall contract with a specialist to ensure proceeds and investments are tracked in a manner which facilitates accurate, complete calculations, and if necessary, timely rebate payments.

Compliance with Other Bond Covenants - In addition to continuing disclosure and arbitrage monitoring requirements, the City is also responsible for verifying compliance with all undertakings, covenants, and agreements of each bond issuance on an ongoing basis. This typically includes ensuring:

- annual budgetary appropriations to meet debt service payments;
- taxes/fees are levied and collected where applicable;
- timely transfer of debt service payments to the trustee;
- compliance with insurance requirements;
- compliance with rate covenants; and
- post-issuance procedures established in the tax certificate for any tax-exempt debt.

Retention - A copy of ~~al1~~ all relevant documents and records will be maintained by the City for the term of the bonds (including refunding bonds, if any) plus 3 years. Relevant documents and records will include sufficient documentation to support the requirements relating to the tax-exempt status.

Investor Relations - While the City shall post its annual financial reports and other financial ~~repo1t s~~reports on the City's website, this information is intended for the citizens of the City. Information the City intends to reach the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community, shall be filed on the EMMA system.

Additional requirements for financial statements - It is the City's policy to hire an independent auditing firm with the technical skills and resources to properly ~~perfom1~~ perform an annual audit of the City's financial statements. More specifically, the firm shall be a recognized expert in the accounting rules applicable to the City and shall have the resources necessary to review

the City's financial statements on a timely basis.

XII. TRAINING

The City shall ensure that the members of the City staff involved in the initial or continuing disclosure process and the City Council are properly trained to understand and ~~perfom1~~ perform their responsibilities.

The City Manager or Director of Finance shall arrange, as necessary, for disclosure training sessions conducted by the City's disclosure counsel. Such training sessions shall include education on the "Initial Disclosure Requirements and "Continuing Disclosure" sections of this Policy, the City's disclosure obligations under applicable federal and state securities laws, and the disclosure responsibilities and potential liabilities of members of the City's staff and members of the City Council. Such training sessions may be conducted using a recorded presentation.

~~1.~~ The Securities and Exchange Commission (SEC), the agency with regulatory authority over the City 's compliance with the federal securities laws, has issued guidance as to the duties of the City Council with respect to its approval of the preliminary official statement ("POS"). In its "Report of Investigation in the Matter of County of Orange, California as it Relates to the Conduct of the Members of the Board of Supervisors "(Release No. 3676-I1 / January 24, 1996) (the "Release"), the SEC stated that, if a member of the City Council has knowledge of any facts or circumstances of which an investor would want to be aware prior to investing in the bonds, whether relating to their repayment, tax-exempt status, undisclosed conflicts of interest with interested parties, or otherwise, he/she should endeavor to discover whether such factors are adequately disclosed in the official statement. In the Release, the SEC stated the steps a member of the City Council would take include becoming familiar with the POS and questioning staff and consultants about the disclosure of such facts.

APPENDIX
GLOSSARY

***Ad Valorem Tax*:** a tax calculated "according to the value" of property. Such a tax is based on the assessed valuation of real property and a valuation of tangible personal property.

***Amortization*:** the gradual reduction in principal of an outstanding debt based upon a specific repayment schedule, which details specific dates and repayment amounts on those dates.

Arbitrage: the gain that may be obtained by borrowing funds at a lower (often tax-exempt) rate and investing the proceeds at higher (often taxable) rates. The ability to earn arbitrage by issuing tax-exempt securities has been severely curtailed by the Internal Revenue Code of I-1986,

as amended.

Assessed Valuation: the appraised worth of property as set by a taxing authority through assessments for purposes of ad valorem taxation.

Bond: a security that represents an obligation to pay a specified amount of money on a specific date in the future, typically with periodic interest payments.

Bond Anticipation Notes: short-term notes issued usually for capital projects and paid from the proceeds of the issuance of long-term bonds. Provide interim financing in anticipation of bond issuance.

Bond Counsel: a specialized, qualified attorney retained by the issuer to give a legal opinion concerning the validity of securities. The bond counsel's opinion usually addresses the subject of tax exemption. Bond counsel typically prepares and/or advises the issuer regarding legal structure, authorizing resolutions, trust indentures, and the like.

Bond Insurance: a type of credit enhancement whereby an insurance company indemnifies an investor against default by the issuer. In the event of failure by the issuer to pay principal and interest in full and on time, investors may call upon the insurance company to do so. Once issued, the municipal bond insurance policy is generally irrevocable. The insurance company receives its premium when the policy is issued and this premium is typically paid out of the bond issue.

Call Option: the right to redeem a bond prior to its stated maturity, either on a given date or continuously. The call option is also referred to as the optional redemption provision. Often a call premium is added to the call option as compensation to the holders of the earliest bonds called.

Capital Appreciation Bond: a municipal security on which the investment return on an initial principal amount is reinvested at a stated compounded rate until maturity, at which time the investor receives a single payment representing both the initial principal amount and the total investment return.

CDIAC: California Debt and Investment Advisory Commission.

Certificates of Participation: a financial instrument representing a proportionate interest in payments such as lease payments by one party (such as a city acting as a lessee) to another party (often a joint powers authority or non-profit).

Competitive Sale: a sale of bonds in which an underwriter or syndicate of underwriters submit sealed bids to purchase the bonds. Bids are awarded on a true interest cost (TIC) basis, provided other bidding requirements are satisfied. Competitive sales are recommended for simple financings with a strong underlying credit rating. This type of sale differs from a negotiated sale.

Continuing Disclosure: the requirement by the Securities and Exchange Commission for most issuers of municipal debt to post current financial information and notices of enumerated events on the MSRB ' s EMMA website for access by the general marketplace .

Credit Rating Agency: a company that rates the relative credit quality of a bond issue and assigns a letter rating. These rating agencies include Moody's Investors Service, Standard & Poor's, and Fitch Ratings.

Debt Limit: the maximum amount of debt legally permitted by applicable charter,

constitution, or statutes.

Debt Service: the amount necessary to pay principal and interest requirements on outstanding bonds for a given year or series of years.

Default: the failure to pay principal or interest in full or on time and, in some cases, the failure to comply with non-payment obligations after notice and the opportunity to cure.

Derivative: a financial instrument which derives its own value from the value of another instrument, usually an underlying asset such as a stock, bond, or an underlying reference such as an interest rate index.

Disclosure Counsel: a specialized, qualified attorney retained to provide advice on issuer disclosure obligations, to prepare the official statement and to prepare the continuing disclosure undertaking.

Discount: the difference between a bond's par value and the price for which it is sold when the latter is less than par. Also known as "underwriter discount," this is the fee paid to the underwriter for its banking and bond marketing services.

Enterprise Activity: revenue generating project or business. The project often provides funds necessary to pay debt service on securities issued to finance the facility. Common examples include water, wastewater, and solid waste enterprises.

Financing Team: the working group of City staff and outside consultants necessary to complete a debt issuance.

General Obligation ("GO") Bond: a bond secured by an unlimited ~~prope1ty~~ property tax pledge. Requires a two-thirds vote by the electorate. GO bonds usually achieve lower rates of interest than other financing instruments since they are considered to be a lower risk.

Indenture: a contract between the issuer and the trustee stipulating the characteristics of the financial instrument, the issuer's obligation to pay debt service, and the remedies available to the trustee in the event of default.

Issuance Costs: the costs incurred by the bond issuer during the planning and sale of securities. These costs include, but are not limited to, municipal advisory, bond counsel, disclosure counsel, printing, advertising costs, credit enhancement, rating agencies fees, and other expenses incurred in the marketing of an issue.

Lease: an obligation wherein a lessee agrees to make payments to a lessor in exchange for the use of certain property. The term may refer to a capital lease or to an operating lease.

Lease Revenue Bonds: bonds secured by an obligation of one party to make annual lease payments to another.

Maturity Date: the date upon which a specified amount of debt principal or bonds matures, or becomes due and payable by the issuer of the debt.

Municipal Advisor: a consultant who provides the issuer with advice on the structure of the bond issue, timing, ~~tenns~~terms, and related matters for a new bond issue.

Municipal Securities Rulemaking Board (MSRB): a self-regulating organization established on September 5, 1975 upon the appointment of a 15-member board by the Securities and Exchange Agreement. The MSRB, comprised of representatives from investment banking firms, dealer bank representatives, and public representatives, is entrusted with the responsibility

of writing rules of conduct for the municipal securities market. The MSRB hosts the EMMA website, which displays information posted by issuers under their continuing disclosure undertakings.

Negotiated Sale: a sale of securities in which the terms of the sale are determined through negotiation between the issuer and the purchaser, typically an underwriter, without competitive bidding. The negotiated sales process provides control over the financing structure and issuance timing. Negotiated sales are recommended for unusual financing ~~ten11S~~terms, period of market volatility, and weaker credit quality. A thorough evaluation, usually with the assistance of the City's municipal advisor, of the proposed bond's credit characteristics in conjunction with market conditions will be performed to ensure reasonable final pricing and underwriting spread.

Official Statement (Prospectus): a document published by the issuer in connection with a primary offering of securities which discloses material information on a new security issue, including the purposes of the issue, how the securities will be repaid, and the financial, economic, and social characteristics of the security for the bonds. Investors may use this information to evaluate the credit quality of the securities.

Par Value: the face value or principal amount of a security.

Pension Obligation Bonds ("POBs"): financing instruments used to pay some or all of the unfunded pension liability of a pension plan. POBs are issued as taxable instruments over a 10-40 year term or by matching the term with the amortization period of the outstanding unfunded actuarial accrued liability.

Premium: the excess of the price at which a bond is sold over its face value.

Present Value: the value of a future amount or stream of revenues or expenditures.

Pricing Consultant: the pricing consultant provides a fairness letter to the City or its agent regarding the pricing of a new issue of municipal securities.

Private Placement: a bond issue structured specifically for one purchaser. Private placements are typically carried out when extraneous circumstances preclude public offerings. A private placement is considered to be a negotiated sale.

Redemption: Depending on an issue's call provisions, an issuer may on certain dates and at certain premiums, redeem or call specific outstanding maturities. When a bond or certificate is redeemed, the issuer is required to pay the maturities' par value, the accrued interest to the call date, plus any premium required by the issue's call provisions.

Refunding: a procedure whereby an issuer refinances an outstanding debt issue by issuing a new debt issue.

Rule 15c2-12: rule adopted by the Securities and Exchange Commission setting forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offerings of municipal securities, (ii) underwriters to obtain continuing disclosure agreements from issuers and other obligated persons to provide ongoing annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities in the secondary market .

Reserve Fund: a fund established by the indenture of a bond issue into which money is

deposited for payment of debt service in case of a shortfall in current revenues.

Revenue Bond: a bond which is payable from a specific source of revenue and to which the full faith and credit of an issuer is not pledged. Revenue bonds are payable from identified sources of revenue, and do not permit the bondholders to compel a jurisdiction to pay debt service from any other source. Pledged revenues often are derived from the operation of an enterprise.

~~Secondly~~ Secondary Market: the market in which bonds are sold after their initial sale in the new issue market.

Serial Bonds: bonds of an issue which mature in consecutive years or other intervals and are not subject to mandatory sinking fund provisions.

Special Tax Bonds: bonds issued to fund eligible improvements and paid with special taxes levied in a community facilities district formed under the Mello-Roos Community Facilities Act of 19~~-~~82, as amended, or other applicable ~~Jaw~~law.

State Revolving Funds: the Stale Revolving Fund (SRF) loan is a low interest loan program for the construction of water infrastructure projects.

Tax Allocation Bonds: Historically, tax allocation bonds referred to bonds issued under the Community Redevelopment Law to fund eligible capital facilities located within a redevelopment project area. However, as a result of the passage of AB X1 26, the National City Redevelopment Agency has been dissolved and the ~~successor~~ Successor ~~agency's~~ Agency's obligations are limited to performing certain enforceable obligations. The California Legislature has enacted a number of laws which establish alternative tax increment financing mechanisms, and tax allocation bonds may be issued under these laws in the future.

Tax and Revenue Anticipation Notes (TRANS): short-term notes issued in anticipation of receiving tax receipts and revenues within a fiscal year. TRANs allow the municipality to manage the period of cash shortfalls resulting from a mismatch between timing of revenues and timing of expenditures.

Term Bonds: bonds which come due in a single maturity but where the issuer may agree to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity and for payment at ~~matu1ity~~maturity.

True Interest Cost ("TIC")' : Under this method of computing the interest expense to the issue~~-~~r of bonds, true interest cost is defined as the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the new issue of bonds. Interest is assumed to be compounded semi-annually. TIC computations produce a figure slightly different from the net interest cost ("~~NJC~~NIC") method because TIC considers the time value of money while NIC does not.

Trustee: a bank retained by the issuer as custodian of bond proceeds and official representative of bondholders. The trustee ensures compliance with the indenture. In many cases, the trustee also acts as paying agent and is responsible for transmitting payments of interest and principal to the bondholders.

Underwriter: a broker-dealer which purchases a new issue of municipal securities from the issuer for resale in a primary offering. The bonds may be purchased either through a negotiated sale with the issuer or through a competitive sale.

TITLE: Debt Management	**POLICY** #206
ADOPTED: August 15, 2017	**AMENDED:** November 18, 2025

Yield: the net rate of return, as a percentage, received by an investor on an investment. Yield calculations on a fixed income investment, such as a bond issue, take purchase price and coupon into account when calculating yield to maturity.

Related Policy References

Prior Policy Amendments
August 15, 2017 (Resolution No. 2017-161) Establishing Policy

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: PUBLIC IMPROVEMENTS OR PROFESSIONAL SERVICE CONTRACT CHANGE ORDERS	**POLICY #502**
ADOPTED: FEBRUARY 6, 1990	**AMENDED OR REVISED:** October 5, 2021

PURPOSE

The purpose of this policy is to establish authorization limits and standard methods for the approval of changes in contracts.

DEFINITIONS

Construction Contract: A written contract with a properly licensed contractor to construct public improvements within the City of National City that conforms to the Standard Specifications for Public Works Construction (hereinafter, "Green-book") and special provisions.

Construction Change Order: A Construction Change Order is a written directive to the contractor to make changes in the work within the general scope of the contract during the construction period. Changes might involve additions to or deletions from the contract, adjustment of bid or line item quantities exceeding the limits set by the latest edition of the Green-Bbook, and special provisions as follows:

- Addition of an item of work not specified in the original contract.
- Deletion of an item of work specified in the original contract or subsequent approved change order.
- Adjustment of line item quantities beyond the limits allowed· in the latest edition of the Green-book and/or special provisions.
- Adjustment of contract time for reasons other than those allowed in the Greenbook or special provisions.

On-Call Consultant Contract: A written agreement between the City and a professional services provider that specifies the services to be provided to the City at defined rates on an as-needed basis as requested by the City through written ~~work orders~~notice to proceed.

On-Call Consultant ~~Work Order~~Notice to Proceed: Written ~~request~~ approval from the City to an on-call consultant that authorizes the consultant to perform work on a specific project within the budget, scope and schedule, typically defined in a proposal from the consultant and incorporated into the notice to proceed, ~~work order~~ that are within the scope and budget of the On-Call Consultant Contract.

On-Call Consultant Contract Amendment: A written agreement with a consultant to make specified changes to the On-Call Consultant Contract. An On-Call Consultant Contract Amendment shall specify changes to services, rates, schedule adjustments and/or overall contract value. The Amendment must be agreed to by the City and the Consultant.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: PUBLIC IMPROVEMENTS OR PROFESSIONAL SERVICE CONTRACT CHANGE ORDERS	**POLICY #502**
ADOPTED: FEBRUARY 6, 1990	**AMENDED OR REVISED:** October 5, 2021

Standard Consultant Contract: A written agreement between the City and a professional services provider that specifies the services to be provided to the City at defined specific rates for a specific project within a specific time.

Standard Consultant Contract Amendment: A written agreement with a consultant to make specified changes to the Standard Consultant Contract. A Standard Consultant Contract Amendment shall specify changes to services, rates, schedule adjustments and/or overall contract value. The amendment must be agreed to by the City and the Consultant.

POLICY

1. Public improvement projects shall be administered in accordance with the latest edition of the Green-book, specifications and contract special provisions.

2. Adjustment of bid or line item quantities may be approved by the Director of Public Works/City Engineer for adjustments within the limits set by the latest edition of the Green–book and special provisions. Adjustment of line item quantities that exceed the latest edition of the Green–book and/or the special provisions (whichever is greater) shall proceed under the Contractor Change Order policy limits as prescribed below.

3. Designated officials of the City are authorized to approve Contract Change Orders to public improvement contracts and amendments to on-call consultant contracts within the scope of the contract, Council approved funding and the limits set forth as follows:

Designated Official	Limits
Director of Public Works/City Engineer	Aggregate Contract Change Orders, Amendments to On-Call Consultant Contracts, and Standard Consultant Contracts up to 15% of the original contract amount, not to exceed a maximum of $25,000 per change order or amendment.
Director of Public Works/City Engineer	Adjustments of contract time for justifiable delays within the limits of the latest edition of the Green-book and special provisions.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: PUBLIC IMPROVEMENTS OR PROFESSIONAL SERVICE CONTRACT CHANGE ORDERS	**POLICY #502**
ADOPTED: FEBRUARY 6, 1990	**AMENDED OR REVISED:** October 5, 2021

City Manager	Aggregate Contract Change Orders, Amendments to On-Call Consultant Contracts, and Standard Consultant Contracts up to 25% of the original contract amount not to exceed a maximum of $50,000 per change order or amendment.
City Manager	May exceed the limits of authorization set forth herein, if in the City Manager's opinion the situation requiring the Contract Change Order is of a nature that presents an emergency in which there is a concern for public safety, or if delay would cause un-necessary additional expenses. In such a case, the Contractor Change Order will subsequently be presented to the City Council for ratification at the next regular City Council meeting.
City Council	Contract Change Orders, Amendments to On-Call Consultant Contracts, and Standard Consultant Contracts that exceed 25% of the original contract amount or $50,000 for a single Change Order or Amendment.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: PUBLIC IMPROVEMENTS OR PROFESSIONAL SERVICE CONTRACT CHANGE ORDERS	**POLICY #502**
ADOPTED: FEBRUARY 6, 1990	**AMENDED OR REVISED:** October 5, 2021

Related Policy References

Prior Policy Amendments

November 9, 1982 (Resolution No. 13,924) Establishing Policy
February 6, 1990 (Resolution No. 16,173)
March 2, 2010 (Resolution No. 2010-30)
October 5, 2021 (Resolution No. 2021-148)

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: PURCHASE OF PRODUCTS CONTAINING FULLY HALOGENATED CHLOROFLUOROCARBONS (CFC '.s)	**POLICY # 703**
ADOPTED: November 15, 1988	**AMENDED: November 18, 2025**

Staff recommends eliminating this policy – the purchase of CFCs is very limited by State Law.

~~**Purpose**~~

~~To establish policy restricting purchase of products containing fully halogenated chlorofluorocarbons (CFC's) which are harmful to our environment.~~

~~**Policy**~~

~~The use of fully halogenated chlorofluorocarbons has been determined to be harmful to our environment and, therefore, should cease. Unfortunately, there are some products containing these chlorofluorocarbons (CFC's) which are essential to our operations, and must be used. In order to limit the use of these chlorofluorocarbons to necessary, Purchasing Agent is hereby directed to include on all applicable purchasing documents the following clause:~~

~~"In accordance with National City Council Policy, vendor shall not provide or deliver any product containing fully halogenated chlorofluorocarbons (CFC's) unless specifically authorized by the National City Purchasing Agent."~~

~~Appointing Authority~~

~~None.~~

~~Prior Policy Amendments:~~

~~None.~~

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Alcohol Beverage License Application Review Process and Alcohol Conditional Use Permit Standards	**POLICY # 707**
ADOPTED: November 12, 1991	**AMENDED:** ~~July 17, 2018~~ November 18, 2025

PURPOSE/BACKGROUND:

To streamline the process of alcohol license application review to ensure timely staff responses and/or protests to the Department of Alcoholic Beverage Control regarding these applications.

The City Municipal Code requires Conditional Use Permits for the sale of alcohol. Such land use regulation is designed to ensure that the health, safety and welfare of the community does not become negatively impacted. In order to minimize any potential adverse effects of alcohol sales for both on and off-site consumption, including public drunkenness, disorderly conduct, illegal sales or domestic violence, the City adopts conditions of approvals and enact policies designed to protect the public from such effects. The following sets forth the City Council's policy on the applicable alcohol standards for Conditional Use Permit applications for both on and off-sale alcohol sales, as well as the Department of Alcoholic Beverage Control application notification requirements.

POLICY:

The Department of Alcoholic Beverage Control (ABC) sends copies of all alcoholic beverage license applications to the Police Department. The City has thirty days from the date of the ABC mailing to provide comments to the ABC. If no protests are received within that time period, the ABC issues the license.

The Police Department is responsible for ensuring that an appropriate Conditional Use Permit (CUP) exists for the applicant business. If such a CUP exists, the copy of the application is simply filed by the Police Department in the existing file withthe notation that there were no objections to the issuance of the license. If it is a new (in the case of an "original" license application) or expanding business or one seeking a license to effect a premises transfer, and no CUP exists, the Police Department is responsible for sending a letter to the ABC protesting the issuanceof the license until a CUP is issued by the City.

Whenever such a protest letter is sent to the ABC, that agency notifies the applicant that they must begin the process of obtaining a CUP with the City's Planning Division and that the issuance of the alcoholic beverage license will be delayed until such time as the protest is withdrawn.
Once a CUP has been issued, the Planning Division notifies the Police Departmentof that issuance and it is then the responsibility of the Police Department to notify the ABC that the protest is withdrawn.

The CUP application, approval and issuance process is such that it provides all thechecks, balances and controls necessary to ensure that businesses seeking alcoholic beverage licenses are in compliance with local standards.

CITY COUNCIL POLICY
CITY OF NATIONAL CITY

TITLE: Alcohol Beverage License Application Review Process and Alcohol Conditional Use Permit Standards	**POLICY # 707**
ADOPTED: November 12, 1991	**AMENDED:** ~~July 17, 2018~~ November 18, 2025

These conditions of approval shall apply to all new Conditional Use Permits (CUPs)for the sale of alcohol for on and/or off-site consumption and modifications of existing CUPs for such sales as specified by the preceding parenthetical references with each condition. These references specify to which type of alcohol CUP being appliedfor the conditions would apply to – on-sale (restaurant, bar, etc) or off-sale (market,grocery store, etc). Regulation of these conditions and allowances shall be enforced through the Conditional Use Permit process, specifically conditions of approval to read as follows:

1. ***(off-sale alcohol)*** The sale of beer or malt beverages in quantities of quarts, 22ounce, 32 ounce, 40 ounce, or similar size containers is prohibited.

2. ***(off-sale alcohol)*** No beer products shall be sold of less than manufacturer's pre-packaged three-pack quantities of 24 ounce cans per sale. There shall be no sale of single cans or bottles.

3. ***(off-sale alcohol)*** No sale of wine shall be sold in containers of less than 750 milliliters. The sale of wine with an alcoholic content greater than 15% by volume is prohibited.

4. ***(off-sale alcohol)*** Flavored malt beverages, also known as premium malt beverages and flavored malt coolers, and sometimes commonly referred to as wine coolers, may be sold only by four-pack or other manufacturer's pre-packaged multi-unit quantities.

5. ***(off-sale alcohol)*** The consumption of alcoholic beverages is prohibited on thesubject premises, and on all parking lots and outbuildings and any property or adjacent property under the control of the applicant.

6. ***(off-sale alcohol)*** All cups and containers shall be sold at or above prevailing prices and in their original multi-container packages of no fewer than 12, and nocups and containers shall be given free of charge.

7. ***(off-sale alcohol)*** Ice may be sold only at or about prevailing prices in the areaand in quantities of not less than three pounds per sale. Ice shall not be providedfree of charge.

8. ***(off-sale alcohol)*** The display of alcoholic beverages shall be limited to an area in substantial conformance with Exhibit____, Case File No.___, dated __.

9. ***(off-sale alcohol)*** Permittee shall post signs on the exterior building walls in compliance with Chapter 10.30.070 of the National City Municipal Code. Additionally, the permittee shall post signs, to be approved by the Planning Division, at each entrance to the applicant's premises and parking lot, prohibitingloitering and consumption of alcohol on the premises and adjacent property underhis control. Said signs shall not be less than 17 by 22

inches in size, with letteringnot less than one inch in height. The signs shall read as follows:
   a. "No open alcoholic beverage containers are allowed on these premises."
   b. "No loitering is allowed."

10. ***(off-sale alcohol)*** Containers of alcohol may not be stored on the premises, after being sold to patrons, for the purpose of later consumption.

11. ***(off-sale alcohol)*** Exterior advertising and signs of all types, promoting or indicating the availability of alcoholic beverages, including advertising/signsdirected to the exterior from within, are prohibited. Interior displays of alcoholic beverages and signs, which are clearly visible to the exterior, shall constitute a violation of this condition.

12. ***(off-sale alcohol)*** The quarterly gross sales of alcoholic beverages shall not exceed the gross sales of all other commodities during the same period. The applicant shall at all times keep records which reflect separately the gross salesof alcoholic beverages and the gross sales of all other items. Said records shallbe kept no less frequently than on a quarterly basis and shall be made availableto the City Finance Department and any Peace Officer of the California Department of Alcoholic Beverage Control upon demand.

13. ***(on and off-sale alcohol)*** All sellers and servers of alcohol shall receiveResponsible Beverage Service and Sales (RBSS) training, including all owners,and managers. The RBSS training must be certified by the Department of Alcoholic Beverage Control (ABC). Proof of completion of an approved RBSS program must be provided prior to issuance of a city business license. As part of the RBSS training, the permittee shall make available a domestic violencetraining session as provided by the Institute of Public Strategies.

14. ***(on-sale alcohol)*** The sale of alcohol shall not exceed the sale of food. With theannual renewal of the City business license, the business proprietor shall submita statement clearly indicating total alcoholic beverage sales and total food sales.Said statement shall be subject to audit and verification by employees of the City,who are authorized to examine, audit and inspect such books and records of thelicense, as may be necessary in their judgment to verify that the sale of alcohol does not exceed the sale of food. All information obtained by an investigation ofrecords shall remain confidential.

15. ***(on-sale alcohol)*** Alcohol shall be available only in conjunction with the purchaseof food.

16. ***(on-sale alcohol with patio)*** Permittee shall post signs in the patio dining area, including all exits to outdoor seating areas, indicating that alcoholic beverages must be consumed inside the restaurant or patio area and may not be taken off-premises.

17. ***(tasting rooms)*** The requirements that alcohol be available only with the purchase of food

and that alcohol sales not exceed food sales shall not apply totasting rooms.

18. ***(tasting rooms)*** Sales of sealed bottles or containers (commonly known asgrowlers) for off-site consumption of the product manufactured by the master licensee may be sold and/or consumed at this location.

19. ***(tasting rooms)*** Hours of operation of tasting rooms shall be limited to between 10:00 a.m. to 10:00 p.m. with last call being at 9:00 p.m.

20. ***(tasting rooms)*** With the submittal of a business license for a tasting room, the Police Department shall provide an ABC Risk Assessment for each business applicant that indicates whether the business is considered a low, medium, or high risk. In the event that a risk assessment for the business allocates or morethan 15 points, no business license shall be issued without the issuance of a Conditional Use Permit.

The sale of three-packs of 24-oz cans of beer shall apply retroactively to all existingoff-sale CUPs where a condition exists limiting sales to no less than six-pack quantities. However, business wishing to avail themselves of this modification mustconform with all regulations of the Department of Alcoholic Beverage Control (ABC).

The Council may, at its sole discretion, choose to waive or modify any of the aboveconditions.

Reference
~~None.~~
NCMC Section 18.30.050 Allowed Land Use and Permit Requirements (Brewery Tasting Room)
NCMC Section 18.25.020 Fees
NCMC Section

Prior Policy Amendments:
November 12, 1991
~~None~~
August 16, 2011 (Resolution No. 2011-181)
December 19, 2017 (Resolution No. 2017-240)
July 17, 2018 (Resolution No. 2018-131)

AGENDA REPORT

Department: **Community Services**
Prepared by: **Mike Pacheco, Director of Community Services**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott Huth, Interim City Manager**

SUBJECT:
Authorization to Enter into a Grant Agreement with the County of San Diego for the Community Enhancement Program in the Amount of $20,000 for the "A Kimball Holiday" Event.

RECOMMENDATION:
Adopt a Resolution Entitled: "Resolution of the City Council of the City of National City, California**,** Authorizing the City Manager or Designee to Execute a Grant Agreement with the County of San Diego through its Community Enhancement Program in the Amount of $20,000 to Fund Enhancements for the "A Kimball Holiday" Event, and Authorizing the Establishment of Appropriations and a Corresponding Revenue Budget in the Amount of $20,000."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
The County of San Diego's Community Enhancement Program (CEP) provides funding to support activities that stimulate tourism, promote the local economy, and enhance community well-being. The program is funded through County Transient Occupancy Tax (TOT) revenues.

The City of National City was awarded $20,000 under the FY2025–2026 CEP cycle. To formally receive the funds, the City must execute a grant agreement with the County outlining the terms, use, and reporting requirements associated with the award.

Funds will be used for enhancements to the "A Kimball Holiday" community event, including the Ferris Wheel, artificial snow hill, and LED/light-up dance floor, all of which increase attendance, visibility, and regional tourism appeal.

The Community Services Department will administer the grant and ensure compliance with all County reporting and expenditure requirements.

FINANCIAL STATEMENT:
If approved, a budget adjustment will be made in the Citywide Grants Fund as follows:

Revenue Account No. 282-70-42-42403-3470- County Grants: $20,000
Expenditure Account No. 282-70-42-42403-7299- Contract Services: $20,000

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – Resolution
Exhibit B – Grant Agreement

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE A GRANT AGREEMENT WITH THE COUNTY OF SAN DIEGO THROUGH ITS COMMUNITY ENHANCEMENT PROGRAM IN THE AMOUNT OF $20,000 TO SUPPORT THE "A KIMBALL HOLIDAY" EVENT, AND AUTHORIZING THE ESTABLISHMENT OF APPROPRIATIONS AND A CORRESPONDING REVENUE BUDGET IN THE AMOUNT OF $20,000.

WHEREAS, the County of San Diego Board of Supervisors established the Community Enhancement Program (CEP) to provide funds for projects that stimulate tourism, promote the local economy, and enhance the quality of life; and

WHEREAS, the City of National City has been awarded $20,000 through the FY2025–2026 CEP cycle to support enhancements for the "A Kimball Holiday" community event; and

WHEREAS, to receive and expend the funds, the City must enter into a grant agreement with the County specifying the eligible uses, term, and reporting requirements.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the City Manager or designee, to execute a grant agreement with the County of San Diego through its Community Enhancement Program in the amount of $20,000 to support event activities for "A Kimball Holiday."

Section 2: That the City Council also hereby authorizes the establishment of appropriations and a corresponding revenue budget in the amount of $20,000.

Section 3: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

County office use only

P – 1001836
O –12900
E – 53666
T – 001
A – 100122
Supplier # – 1114069

COMMUNITY ENHANCEMENT PROGRAM

GRANT AGREEMENT BETWEEN
THE COUNTY OF SAN DIEGO
AND City of National City

This Grant Agreement is entered into between the County of San Diego, a political subdivision of the State of California (County), and **City of National City**, a Non-Profit Corporation (Grantee) on _____ with an effective date of 10/22/2025.

WHEREAS during the 1982-83 fiscal year, the San Diego County Board of Supervisors established the Community Enhancement program; and

WHEREAS, pursuant to Board of Supervisors Policy B-58, the purpose of this Program is to provide funds to nonprofit and/or tax exempt organizations that stimulate tourism, promote the economy, create jobs, and improve the quality of life throughout San Diego County; and

WHEREAS, the County funds this program primarily with the County's Transient Occupancy Tax;

WHEREAS, on 10/22/2025 (OCT-25), the Board of Supervisors allocated the grant funding set forth in this Agreement for the purpose described in this Agreement.

NOW, THEREFORE, the parties agree as follows:

1. **Amount of Grant.** The County agrees to pay Grantee the amount of **$20,000.00**. Under no circumstances is County obligated to pay Grantee more than this amount. County shall pay Grantee after County receives a signed copy of this Agreement from Grantee.

2. **Purpose of Grant.** Grantee shall use the grant funds provided by County under this Agreement solely for the following purpose: **Funds will pay for the cost of the Ferris Wheel, ice needed to create a snow hill, and LED/Light up dance floor**.

3. **Term of Agreement.** The term of this Agreement shall be for 13 months starting on the effective date as specified above.

4. **Time Period for Use of Grant Funds and Documentation of Expenditures.**

   (a) **Grantee shall spend all grant funds provided by the County for the purposes specified in Paragraph 2 within 12 months of the effective date of this Agreement as specified above.**

   (b) Grantee shall complete the Documentation of Grant Expenditures form provided by the County's administrator, setting forth Grantee's total actual expenditures of the grant funds provided under this Agreement. Grantee shall submit this completed form and the related documentation including, but not limited to, invoices/receipts, credit card statements, check stubs, check copies, copy of canceled checks, copy of bank statements, etc. to the County's administrator promptly after spending the grant funds, but in no event after the end of the Term of Agreement specified above. If the parties agree to extend the Term of Agreement, Grantee shall submit this expenditure documentation by the end of the extended Term. If County's administrator requests additional information regarding Grantee's expenditure of the grant funds, Grantee shall promptly submit the requested information to County's administrator.

   (c) Grantee shall retain copies of all receipts, invoices, cash register tapes and other direct evidence of the expenditure of funds for which grant funds are used for the duration of the audit period specified in Paragraph 8.

(d) If after reviewing Grantee's expenditure documentation, the County's administrator:

(i) determines that the Grantee failed to spend all of the grant funds
(ii) disallows any expenditure by Grantee;
(iii) determines that the grant funds provided exceed Grantee's total actual expenditures authorized under this Agreement; or
(iv) grant funds were used in a manner contrary to Paragraphs 2 or 5

Grantee shall refund to the County the amount specified by the County's administrator. Grantee shall make this refund within seven (7) County business days after receiving a written request for refund from the County's administrator. In its sole discretion, the County may offset the refund amount from any payment due to or to become due to Grantee under this Agreement or any other agreement with the County.

(e) **If Grantee fails to provide the required documentation of expenditures as required in Subparagraph (b) and (c) above, the County's administrator may request Grantee to refund to the County all or any portion of the grant funds provided under this Agreement.** Within seven (7) County business days of receipt of a written request for a refund, Grantee shall refund to the County the amount specified by the County's administrator.

(f) If Grantee incurs expenses before the County pays the grant under this Agreement, the County will reimburse Grantee in an amount not to exceed the amount specified in Paragraph 1 upon submission of documentation to County's administrator setting forth Grantee's actual expenditures for the purpose specified in Paragraph 2 and approval of the documentation by County's administrator.

5. Restrictions on use of grant funds.

(a) Grant funds shall not be used for any purpose prohibited by laws governing the use of public funds including, but not limited to, religious purposes, political campaigning, or purely private purposes or activities.
(b) If Grantee provides or participates in any activity for which public funds may not be used, such as religious activities, Grantee shall inform the County of this activity before accepting any grant funds. Grantee shall ensure that no grant funds awarded pursuant to the Agreement are used to support in any manner said activity.
(c) Grantee shall not donate any grant funds to a third party.
(d) Grantee may not include in its Documentation of Grant Expenditures report under this Agreement any expenditures for which Grantee has received or is or will be claiming funding from any other source.
(e) Grantee shall not assign or transfer any interest in this Agreement (whether by assignment or novation), without the prior written consent of the County.
(f) Grantee shall comply with Board Policy B-58.
(g) Grantee's failure to comply with any provision in Paragraph 5 shall constitute a material breach of this Agreement.

6. Administrator of Agreement. The Office of Economic Development and Government Affairs in the Chief Financial Officer's Office shall administer this Agreement on behalf of the County, and **Joanne McGhee** at **(619) 336-4243** shall administer it on behalf of Grantee. County and Grantee may from time to time designate a different administrator by providing notice in the manner required by Paragraph 7.

7. **Notice.** All communications from Grantee to the County shall be sent to the Office of Economic Development and Government Affairs as listed below. Any notice or notices or other documentation required or permitted to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, postage prepaid, return receipt requested, to the following addresses.

.

County:	Deputy Chief Administrative Officer/Chief Financial Officer Office of Economic Development and Government Affairs County of San Diego 1600 Pacific Highway Room 152 San Diego, CA 92101
Grantee:	City of National City City of National City National City branch 1243 National City Blvd National City, CA 91950

Notices that are personally served shall be deemed delivered on the date served. Notices sent by certified mail shall be deemed delivered 5 County business days after mailing. County and Grantee may from time to time designate a new address for providing notice by providing notice of the new address in accordance with this Paragraph.

8. **Audit and Inspection of Records.** At any time during normal business hours and as often as the County may deem necessary, the Grantee shall make available, within 5 County business days of the receipt of a request, to the County for examination all of its records with respect to all matters covered by this Agreement and will permit the County to audit, examine and make excerpts or transcripts from such records, and make audits of all invoices, materials, payrolls, records of personnel and other data relating to all matters covered by this Agreement. Unless otherwise specified by the County, said records shall be made available for examination within San Diego County, California. Grantee shall maintain such records in an accessible location and condition to the later of a period of four (4) years after the termination of this Agreement unless County agrees in writing to an earlier disposition. The State of California or any Federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon County by this Agreement.

9. **Termination of Agreement for Cause.** If Grantee fails to perform its obligations according to this Agreement, the County may send Grantee a written notice of default that specifies the nature of the default. Grantee shall cure the default within 3 County business days following receipt of the notice of default. If Grantee fails to cure the default within that time, the County may terminate this Agreement by giving Grantee written notice of immediate termination. Upon termination, Grantee shall promptly provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditures for the purpose of the grant, as determined by County's administrator, as of the effective date of termination. The County may also seek any and all legal and equitable remedies against Grantee for breaching this Agreement.

10. **Termination for Convenience of County.** County may terminate this Agreement at any time by giving written notice to Grantee of such termination and specifying the effective date thereof at least 30 County business days before the effective date of such termination. On or before the date of termination, Grantee shall provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditures for the purpose of the grant, as determined by County's administrator, as of the effective date of termination.

11. **Termination for Convenience of Grantee.** Grantee may terminate this Agreement at any time by giving written notice to County's administrator of such termination and specifying the effective date

thereof at least 60 County business days before the effective date of such termination. On or before the date of termination, Grantee shall provide County's administrator with Documentation of Grant Expenditures setting forth Grantee's total actual expenditures for the purpose of the grant as of the effective date of termination. Grantee shall promptly refund to County all funds County paid to Grantee under this Agreement that exceed Grantee's total actual expenditure for the purpose of the grant, as determined by County's administrator, as of the effective date of termination.

12. **Interest of Grantee.** Grantee covenants that Grantee presently has no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with Grantee's completing the purpose of the grant as specified in Paragraph 2. Grantee further covenants that in the performance of this Agreement, no person having any such interest shall be employed or retained by Grantee.

13. **Publication, Reproduction and Use of Material.** No material produced, in whole or in part, under this Agreement shall be subject to copyright in the United States or in any other Country. The County shall have unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.

14. **Insurance.** Grantee shall maintain insurance against claims or injuries to person or damages to property that may arise from or in connection with the use of the grant funds by Grantee, its agents, representatives, employees, volunteers or subcontractors. The cost of such insurance shall be borne by Grantee and coverage limits shall be a minimum of $1,000,000 General Liability per occurrence/$1,000,000 aggregate for operations, products and completed operations for bodily injury, personal injury and property damage; $500,000 Automobile Liability per accident for bodily injury and property damage; and Workers' Compensation and Employers Liability Insurance as required by the California Labor Code. County shall retain the right at any time to review the coverage and amount of insurance required.

15. **Independent Capacity.** In the performance of this Agreement, Grantee and its agents, employees and volunteers shall act in an independent capacity and not as officers, employees, agents or volunteers of the County. This Agreement does not create an employment relationship between Grantee and the County.

16. **Equal Opportunity.** Grantee will not discriminate against any employee, or against any applicant for such employment because of age, race, color, religion, physical handicap, ancestry, sex, or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17. **Defense and Indemnity.** To the fullest extent permitted by law, County shall not be liable for, and Grantee shall defend and indemnify County and its officers, agents, employees and volunteers (collectively, "County Parties") against any and all claims, deductibles, self-insured retention's, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (collectively, "Claims"), which arise out of or are in any way connected to County's provision of grant funds and/or Grantee's use of grant funds under this Agreement arising either directly or indirectly from any act, error, omission or negligence of Grantee or its officers, employees, volunteers, agents, contractors, licensees or servants, including without limitation, Claims caused by the sole passive negligent act or the concurrent negligent act, error or omission, whether active or passive, of County Parties. Grantee shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole active negligent act or willful misconduct of County Parties.

18. **Governing Law.** This Agreement shall be construed and interpreted according to the laws of the State of California.

19. **Complete Agreement.** This Agreement constitutes the entire agreement between Grantee and County regarding the subject matter contained herein. All other representations, oral or written, are superseded

by this Agreement. Neither party is relying on any representation outside of this Agreement. This Agreement may be changed only by written amendment signed by both parties.

20. **Waiver.** The failure of either party to enforce any term, covenant or condition of this Agreement shall not be construed as a waiver of that party's right to subsequently enforce this, or any other term, covenant or condition of this Agreement. No waiver shall be deemed effective unless the waiver is expressly stated in writing and signed by the party waiving the right or benefit.

21. **Consultation with Counsel.** Each party has had the opportunity to consult with independent legal counsel of its own choosing before executing this Agreement and has executed this Agreement without fraud, duress, or undue influence of any kind.

22. **Interpretation.** The provisions of this Agreement shall be liberally construed to effectuate its purpose. The language of all parts of this Agreement shall be construed simply according to its plain meaning and shall not be construed for or against either party.

23. **Corporation Qualified to Do Business in California.** If Grantee is a corporation, Grantee warrants that it is a corporation in good standing and is currently authorized to do business in California.

24. **Terms and Conditions Survive Expiration of Term of Agreement.** Unless otherwise specified herein, all terms and conditions of this Agreement shall survive the expiration of the Term of Agreement specified in Paragraph 3 above.

25. **Remedies.** Unless otherwise expressly provided herein, the rights and remedies in this Agreement are in addition to, and not a limitation on, other rights and remedies under this Agreement, at law or in equity, and exercise of one right or remedy shall not be deemed a waiver of any other right or remedy.

26. **Prevailing Wage**. Unless exempted by applicable law (e.g., Labor Code § 1720.4), projects using over $1,000 of grant funds for construction, alteration, demolition, installation, repair, refuse and ready mix concrete hauling, maintenance work, or any other work for which prevailing wages must be paid by Labor Code § 1720 et seq. shall be deemed a "public work" for State prevailing wage purposes. It is not the intent of this Agreement to impose an obligation to pay prevailing wages on work otherwise exempt from applicable prevailing wage laws. Grantee shall be solely responsible for ensuring prevailing wages are paid when owed.

    Projects subject to the payment of State prevailing wages are subject to compliance monitoring and enforcement by the Department of Industrial Relations. Grantee shall be responsible for ensuring all required job site postings and all certified payroll and other reporting applicable to it as an awarding body are completed in accordance with the State's prevailing wage regulations. Information regarding the State's prevailing wage requirements can be obtained from the Director, Department of Industrial Relations at www.dir.ca.gov , Labor Code § 1720, et seq., and 8 Cal. Code of Regs. § 16000, et seq.

27. **Counterparts and Electronic Signatures**. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed using electronic or digital signatures in accordance with California law, which signatures shall be deemed an original.

WHEREFORE, the parties execute this Agreement on the date first written above.

COUNTY OF SAN DIEGO

By: _____
Deputy Chief Administrative Officer/Chief Financial Officer
or Designated Representative

Matthew Parr, Director
Office of Economic Development
and Government Affairs

GRANTEE

By:_____ Date_____
Authorized signatory

_____
Print Name and Title

[Note: Person signing on behalf of Grantee must be authorized by Grantee's Board of Directors to sign this Agreement and must be same person Grantee listed in its funding application as being authorized to sign.]

THIS PAGE LEFT BLANK INTENTIONALY

AGENDA REPORT

Department: **Library**
Prepared by: **Danielle Ghio, Director of Library Services**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
California Library Adult and Family Literacy Services Grant Funds Acceptance.

RECOMMENDATION:
Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Authorizing the City Manager or His Designee to Accept the California Library Literacy Services (CLLS) Grant of $69,147 to Fund the National City Public Library's Literacy Services Programs for Fiscal Year 2026 and Authorizing the Establishment of a Library Grants Fund Appropriation and Corresponding Revenue Budget in the Amount of $69,147."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Approved by the Board of Library Trustees at the regular meeting of November 6, 2025.

EXPLANATION:
California Library Literacy Services was developed in 1984 as the first statewide library-based adult literacy service. Since then, library literacy programs have helped more than a quarter of a million learners and their families.

Since 1984, the National City Public Library has assisted adults who seek to achieve their desired educational, professional, and academic goals. To better serve our community and allow more access to the program, it is offered either in-person, online or a hybrid of both. Adults in the literacy program are offered comprehensive tutoring in reading, writing, mathematics, basic computer and technology skills, GED/HiSet and ASVAB preparation, citizenship education, as well as skills for interviewing and resume writing. In the FY 2024-2025 the program assisted 156 learners.

The program allows learners to achieve personal goals such as learning the alphabet, reading a book for the first time, getting a job, sharing a book with a child, reading a medicine label, volunteering in the community, and voting. Our Library has also developed a strong program with curriculum in digital literacy.

The California Library Literacy Services (CLLS) grant is designed to support the Library's literacy services program for adults who seek to improve their reading, writing, math, and computer skills. The award amount the State Library provides to libraries that offer literacy services to their communities is based on a three-part funding formula:

1. A baseline amount ($20,000) for each approved library literacy program;
2. A per capita amount per adult learner served in the previous year's program; and
3. Additional funding raised by local funds earmarked for adult literacy services. This local funding is fulfilled by General Fund personnel costs for the operation of the literacy program.

The National City Public Library's Adult Literacy Program provides literacy services to English-speaking adults, helping them reach their goals as lifelong learners, community members, workers, and family members. The Adult Literacy Program values learner-centered education and places the real-world needs and interests of adults at the center of the curriculum.

The National City Public Library began a Family Literacy pilot program in 2023-2024 which Supports the literacy development within the home and family unit. Family Literacy Services contribute to strong communities and families. The focus is building strong foundations in reading, writing, and other language-based programs and activities for adult literacy learners and their families. By incorporating literacy into daily routines and interactions, families can improve their overall communication and educational outcomes. The program has grown from 20 families to over 100 families who participate.

The California Library Literacy Services (CLLS) grant is designed to support the Library's literacy services program for families who seek to improve their reading, writing, math, and computer skills. The family literacy program provides family literacy packets that include lesson plans, children's books, craft activities, and assignments for families to do together. The program also provides workshops that focus on family learning goals as well as connect and engage families with programming, resources, and each other to obtain each learner's goals and aspirations.

FINANCIAL STATEMENT:
The CLLS grant is awarded in two installment payments. The first payment of $62,233 (90% of the Award) is being awarded at this time. The second payment of $6,914, representing the remaining 10% of the total award for FY 2026, will be claimed at a later date upon submission of the mid-year narrative and financial reports that demonstrate program activity and confirm that 75% of the award has been expended. The total award amount for FY 2026 will be $69,147. The budget adjustment will be made in the Library Grants Fund as follows:

Expenditures:
Account 320-50-41-41407-7222- Memberships & Subscriptions: $32,000
Account 320-50-41-41407-7399- Materials & Supplies: $37,147
Revenues:
Account 320-50-41-41407-3463- Other State Grants: $69,147

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Parks, Recreation and Library

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – Adult and Family Literacy FY 26
Exhibit B - Resolution

Docusign Envelope ID: DE1D67FB-1CA8-4BBF-9D21-35DBBD25BA8A

CALIFORNIA STATE LIBRARY

THE BASICS – YOUR GRANT AWARD
The following provides all the basic information about your grant and managing your grant.

Award #:	CLLS25-50
Library/Organization:	National City Public Library
Project Title:	California Library Literacy Services
Award Amount:	$69,147
Start Date:	July 1, 2025
End Date:	September 30, 2026
NOTE: It can take six to eight weeks before grant funds are delivered. If you have not received your payment after eight weeks, contact your grant monitor.	

GRANT AWARD INFORMATION
You can access your full grant award information and manage your grant through the grant management system, AmpliFund.

NOTE: You are required to submit a budget amendment for all budget changes regardless of amount. Amendments may be submitted throughout the year but no later than May 31 of the project period.

REPORTING
California Library Literacy Services participants are required to provide financial and narrative reports as outlined in the grant terms and conditions. The reporting schedule is detailed below:

Mid-Year Report	Due January 31, 2026
Final Report	Due September 30, 2026

Reports will be submitted through the AmpliFund grant management system. You can find support documents on the California State Library's Manage Your Current Grant page.

PAYMENTS
Libraries receive 90% of their total award amount upon receipt of the award letter.

Libraries receive the final 10% payment of their total award after successful completion of the California Library Literacy Services Mid-Year Report form.

Library – Courts Building
P.O. Box 942837
Sacramento, CA 94237-0001

916-323-9759
csl-adm@library.ca.gov
www.library.ca.gov

Docusign Envelope ID: DE1D67FB-1CA8-4BBF-9D21-35DBBD25BA8A

NOTE: Libraries have 15 months to spend their California Library Literacy Services award funds, from July 1, 2025, in which the funds are awarded until September 30 of the following year or when the final report is due.

CONTACT

We want your project to be successful. Please work with your grant monitor and program consultant to implement your project:

Grant Monitor:	Allyson Jeffredo
Monitor Phone Number:	916-603-6709
Monitor Email Address:	allyson.jeffredo@library.ca.gov
Program Consultant:	Julianna Robbins
Consultant Phone Number:	916-603-6712
Consultant Email Address:	julianna.robbins@library.ca.gov

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) GRANT IN THE AMOUNT OF $69,147 TO FUND THE NATIONAL CITY PUBLIC LIBRARY'S LITERACY SERVICES PROGRAMS FOR FISCAL YEAR 2026 AND AUTHORIZING THE ESTABLISHMENT OF A LIBRARY GRANTS FUND APPROPRIATION AND CORRESPONDING REVENUE BUDGET IN THE AMOUNT OF $69,147.

WHEREAS, the California Library Literacy Services ("CLLS") Grant is designed to support the National City Public Library's Literacy Services Program to English-speaking adults who seek to improve their reading, writing, and math skills; and

WHEREAS, since 1984, the National City Public Library has assisted adults who seek to improve their reading skills and achieve personal goals such as learning the alphabet, reading a book for the first time, getting a job, sharing a book with a child, reading a medicine label, volunteering in the community, and voting; and

WHEREAS, the National City Public Library began a Family Literacy pilot program in 2023-2024 which supports literacy development within the home and family unit were the focus is building strong foundations in reading, writing, and other language-based programs and activities for adult literacy learners and their families; and

WHEREAS, the CLLS Grant is provided to the Library in two payments each year; the first payment of $62,233 (90% of the Award) is the baseline amount, and the second payment of $6,914, representing the remaining 10% of the total Award for FY 2026, can be claimed at a later date upon submission of the mid-year narrative and financial report that demonstrates project activity and confirmation that 75% of the Award has been expended for a total Award amount of $69,147 for Fiscal Year 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the City Manager or his designee to accept the grant funds in the amount of $69,147 from the California Library Literacy Services to fund the National City Public Library's Literacy Services Programs for Fiscal Year 2026 and authorizes the establishment of Library Grant Fund appropriations and a corresponding revenue budget in the amount of $69,147.

Section 2: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

AGENDA REPORT

Department: **Police Department**
Prepared by: **Joseph Camacho, Sergeant**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott Huth, Interim City Manager**

SUBJECT:
Department of Alcoholic Beverage Control – Office of Traffic Safety Award of $30,000 to the National City Police Department

RECOMMENDATION:
Adopt the Resolution Entitled, "Resolution of the City Council of the City of National City, California, Authorizing the Acceptance of the Department of Alcoholic Beverage Control's Minor Decoy/Shoulder Tap Grant Project Funds in the Amount of $30,000, Funded by the California Office of Traffic Safety through the National Highway Traffic Safety Administration, and Authorizing the Establishment of a Fiscal Year 2026 Appropriation and Corresponding Revenue Budget in the Amount of $30,000."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
In August of 2025, the National City Police Department submitted an application to the Department of Alcoholic Beverage Control for consideration to be awarded up to $30,000 as a part of the Department of Alcoholic Beverage Control's Minor Decoy/Shoulder Tap Grant Project, funded by the California Office of Traffic Safety through the National Highway Traffic Safety Administration.

On September 26, 2025, the National City Police Department was advised by the Department of Alcoholic Beverage Control that the National City Police Department had been selected to participate in the Department of Alcoholic Beverage Control's ABC-OTS Grant Program and had been awarded $30,000. As part of the grant, the Department of Alcoholic Beverage Control requests a signed resolution from the National City Police Department's governing body (Refer to Exhibit E – ABC Congratulations Letter to NCPD, Exhibit F – ABC-OTS Grant Program Information Sheet and Exhibit H - Resolution).

In addition, the Department of Alcoholic Beverage Control submitted a "Standard Agreement" which will be signed by Chief Alejandro Hernandez with agreed upon terms and conditions for the scope of work performed during grant funded operations, budget details and payment provisions, general terms and conditions, and special terms and conditions (Refer to Exhibit G – ABC and NCPD Standard Agreement and Exhibits A through D – ABC OTS Exhibits).

The Police Department proposes the acceptance of the grant monies to allow for police operations focused on community safety, reductions of alcohol sales to minors, and regulation/education of Police Regulated Business that vendor alcohol within National City.

FINANCIAL STATEMENT:

Budget adjustments will be made in the Police Department Grants Fund as follows:

Revenues:

290-70-21-21700-3463-	Other State Grants – ABC-OTS	$30,000

Expenditures:

290-70-21-21700-6102-	Overtime	$25,904
290-70-21-21700-6140-	Worker's Compensation	$2,520
290-70-21-21700-6161-	Medicare	$376
290-70-21-21700-7226-	Training, Travel & Subsistence	$1,200

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Public Safety

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – ABC-OTS Scope of Work
Exhibit B – ABC-OTS Budget Detail and Payment Provisions
Exhibit C – ABC-OTS General Terms and Conditions
Exhibit D – ABC-OTS Special Terms and Conditions
Exhibit E – ABC-OTS Congratulations Letter to NCPD
Exhibit F – ABC-OTS Grant Program Information Sheet
Exhibit G – ABC-NCPD Standard Agreement
Exhibit H – Resolution

EXHIBIT A
SCOPE OF WORK

Purpose and Description of Services

Contractor agrees to implement the Department of Alcoholic Beverage Control programs as listed:

- Minor Decoy operations – designed to educate and deter licensed locations from selling/furnishing alcohol to minors and shall be conducted at both "On-Sale" and "Off-Sale" licensed establishments within the operations period of the grant.

- Shoulder Tap operations – used to detect and deter adult furnishers outside of a licensed business and shall be performed at "Off-Sale" licensed locations to apprehend adults that are unaffiliated with the licensed businesses who are purchasing alcohol for minors outside of the stores within the operation period of the grant.

- Informed Merchants Preventing Alcohol-Related Crime Tendencies (IMPACT) Inspections – primary goal is to educate licensees on alcohol related laws to help reduce alcohol-related crime in and around licensed premises. Contractor agrees to conduct visits and inspections of licensed premises identifying areas of non-compliance at "On-Sale" and "Off-Sale" licensed locations within the operation period of the grant.

- Holiday Enforcement – This program consists of working general undercover and high-profile enforcement targeting underage drinking, sales/furnishing to minors, sales to obviously intoxicated patrons, and other related violations.

  Holidays shall be defined as:
  - Halloween – Friday, October 31 to Sunday, November 2, 2025
  - Thanksgiving – Wednesday, November 26 to November 30, 2025
  - New Year's Eve – Wednesday, December 31, 2025
  - St. Patrick's Day – Friday, March 13 to Tuesday, March 17, 2026
  - Cinco de Mayo – Friday, May 1 to Tuesday, May 5, 2026
  - Memorial Day Weekend – Friday, May 22 to Monday, May 25, 2026
  - 4th of July – Friday, July 3 to Sunday, July 5, 2026

The project is targeted to reduce underage drinking and the resultant DUI driving injuries and fatalities, and/or property damages, reduce youth access to alcoholic beverages through the education of licensee, enforcement intervention and the impressions of omnipresence of law enforcement.

In addition, contractor agrees to the following goals:

- Raise public awareness that selling, serving and/or furnishing alcoholic beverages to individuals under twenty-one years old is a criminal violation that will be prosecuted by local city and district attorneys.

- Establish and implement a coordinated effort between contactor and ABC, and acknowledges no operations will be conducted until after the contractor's representative has completed training conducted by ABC.

- Issue press releases as follows:
  - To announce the start of the program
  - At the conclusion of each Minor Decoy Operation held (to announce the number of licensed premises who sold to the minor decoy).
  - At the conclusion of each Shoulder Tap Operation held (to announce the number of adults arrested for purchasing alcoholic beverages for the decoy).
  - At the conclusion of each IMPACT operation held.

- Email each press release to the Department's Public Information Office, pio@abc.ca.gov as soon as it is released.

- In all press releases, in addition to any credits the agency wishes to give, will include the following statement: "This project is part of the Department of Alcoholic Beverage Control's Minor Decoy/Shoulder Tap Grant Project, funded by the California Office of Traffic Safety through the National Highway Traffic Safety Administration."

- Complete and submit bi-monthly reports, in a format designed by ABC due no later than the following:
  - On or before January 15, 2026 (with results of operations October, November & December 2025)
  - On or before March 15, 2026 (with results of operations January & February 2026)
  - On or before May 15, 2026 (with results of operations March & April 2026)
  - On or before July 15, 2026 (with results of operations May & June 2026)
  - On or before September 15, 2026 (With results of operations July & August 2026)

- Submit an Executive Summary as part of the final report due on or before September 15, 2026. The summary shall contain the following:
  - An evaluation statement concerning the end product and cost benefits; and a listing of recommended and/or adopted policy or procedure changes, if any, occurring as a result of the project.
  - Project personnel identifying the key personnel who worked on the project, together with their job classification, and a brief description of their contribution.
  - Problems – describe any operational or cost problems that were encountered in project implementation. If known, state alternative methods that would have avoided the problem and increased the effectiveness of the project.
  - Results – describe the results of the project in terms of meeting the original objectives as stated in the project agreement. Also, describe the results in terms of how they will be specifically applied for future improvement of the agency's continuing activities relating to alcohol problem prevention and enforcement. Where possible, describe estimated savings resulting from implementing project results.
  - Disclaimer – The final report shall include the following: "*The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of the State of California, Business, Consumer Services and Housing Agency, or the Department of Alcoholic Beverage Control."*
  - Documentation – Attach any relevant documents developed. Examples are new or revised forms, diagrams, management reports, photos, coding manuals, instructional manuals, etc.

Contract Term

The operation period of the grant is October 1, 2025 through August 31, 2026

Project Representatives

The project representatives during the term of this agreement will be:

National City Police Department	Alcoholic Beverage Control
Sgt. Joseph Camacho	Diana Fouts-Guter, Grant Coordinator
1200 National City Blvd	3927 Lennane Drive, Suite 100
National City, CA 91950	Sacramento, CA 95834
(619) 578-3366	(916) 928-9807
jcamacho@nationalcityca.gov	Diana.fouts-guter@abc.ca.gov

National City Police Department	Alcoholic Beverage Control
Ronald Gutlay	Kristine Okino, Grant Fiscal Analyst
1200 National City Blvd	3927 Lennane Drive, Suite 100
National City, CA 91950	Sacramento, CA 95834
(619) 336-4517	Kristine.okino@abc.ca.gov
rgutlay@nationalcityca.gov	

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

INVOICING AND PAYMENT

- For services satisfactorily rendered, and upon receipt and approval of services, Alcoholic Beverage Control agrees to compensate for approved reimbursable costs of personnel overtime and benefits (actual cost) and travel.

- Invoices shall clearly reference the agreement number 26-OTS113 and must not exceed the total authorized contract amount of $30,000. Invoices shall be submitted on a bi-monthly basis, on the prescribed form designed by ABC.

Submit to: Department of Alcoholic Beverage Control
Attn: Kristine Okino, Grants Fiscal Analyst
3927 Lennane Drive, Suite 100
Sacramento, CA 95834

- This grant is only for overtime compensation on approved operations and travel for training held on October 16, 2025 only.

- In accordance with State of CA travel policy, agencies are eligible to receive reimbursement for travel expenses incurred for training on October 16, 2025. https://www.calhr.ca.gov/about-calhr/divisions-programs/benefits/travel-reimbursements/

- Payment shall be made in arrears within 45 days from the receipt of an undisputed invoice.

- Contractor understands in order to eligible for reimbursement; cost must be incurred on or after the effective date of the project, October 1, 2025 and on or before the project termination date, August 31, 2026.

- Contractor understands any other costs incurred by contractor, other than attendance at initial training and/or personnel overtime and benefits as authorized above, in the performance of this agreement are the sole responsibility of contractor.

BUDGET CONTINGENCY CLAUSE

- It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this agreement does not appropriate sufficient funds for the program, this agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to contractor or to furnish any other considerations under this agreement and contractor shall not be obligated to perform any provisions of this agreement.

- If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this agreement with no liability occurring to the State, or offer an agreement amendment to contractor to reflect the reduced amount.

PROMPT PAYMENT CLAUSE

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

EXHIBIT C
GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.

2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.

3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.

4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).

5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.

6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.

7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR*:* Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post-consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section

12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractor*s* shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provision*s* of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractor*s* shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)

    Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

    a. The Government Code Chapter on Antitrust claims contains the following definitions:

        1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec.15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code),arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter ,the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to over charges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a)the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of $100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

    a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

    b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of $200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS**:**

    a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within

such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER: If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

21. GENERATIVE AI DISCLOSURE OBLIGATIONS:
a. The following terms are in addition to the defined terms and shall apply to the Contract:

1) “Generative AI (GenAI)” means an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system's training data. (Gov. Code § 11549.64.)

b. Contractor shall immediately notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term “materially impacts” shall have the meaning set forth in State Administrative Manual (SAM) § 4986.2 Definitions for GenAI.

c. Notification shall be provided to the State designee identified in this Contract.

d. At the direction of the State, Contractor shall discontinue the provision to the State of any previously unreported GenAI that results in a material impact to the functionality of the System, risk to the State, or Contract performance, as determined by the State.

e. If the use of previously undisclosed GenAI is approved by the State, then Contractor will update the Deliverable description, and the Parties will amend the Contract accordingly, which may include incorporating the GenAI Special Provisions into the Contract, at no additional cost to the State.

f. The State, at its sole discretion, may consider Contractor’s failure to disclose or discontinue the provision or use of GenAI as described above, to constitute a material breach of Contract when such failure results in a material impact to the functionality of the System, risk to the State, or Contract performance. The State is entitled to seek any and all remedies available to it under law as a result of such breach, including but not limited to termination of the contract.

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

Disputes: Any disputes concerning a question of fact arising under this contract which is not disposed of by agreement shall be decided by the Director, Department of Alcoholic Beverage Control, or designee, who shall reduce his decision in writing and mail or otherwise furnish a copy thereof to the contractor. The decision of the Department shall be final and conclusive unless, within 30 days from the date of receipt of such copy, the contractor mails or otherwise furnishes to the State a written appeal addressed to the Director of the Department of Alcoholic Beverage Control. The decision of the Director of Alcoholic Beverage Control or his duly authorized representative for the determination of such appeals shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith, or not supported by substantial evidence. In connection with any appeal proceeding under this clause, the contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, contractor shall proceed diligently with the performance of the contract and in accordance with the decision of the State.

Cancellation/Termination: This agreement may be cancelled or terminated without cause by either party by giving thirty (30) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment/invoicing instructions/requirements. No penalty shall accrue to either party because of contract termination.

Contractor Certifications: By signing this agreement, contractor certifies compliance with the provisions of CCC 04/2017, Standard Contractor Certification Clauses. This document may be viewed at: https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language

If the State determines that the grant project is not achieving its goals and objectives on schedule, funding may be reduced by the State to reflect this lower level of project activity.

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
3927 Lennane Drive, Suite 100
Sacramento, CA 95834
(916) 419-2500

September 26, 2025

Sergeant Joseph Camacho
National City Police Department
1200 National City Blvd.
National City, CA 91950

Re: ABC-OTS Grant Program

Dear Sergeant Camacho:

Congratulations. Your agency has been selected to participate in the Department of Alcoholic Beverage Control's ABC-OTS Grant Program. Funding for this project is provided by the Office of Traffic Safety through the National Highway Traffic Safety Administration.

We anticipate operations to begin upon completion of the one-day mandatory training class for your operations officer. Fiscal Officers will be contacted by our Fiscal Coordinator; Kristine Okino for training how to submit claims for reimbursement.

Since the grant starts October 1, 2025, you can make pre-paid travel arrangements on or after that date for your operations officer to attend the training. Pre-paid travel purchased prior to October 1st will not be reimbursed. The information regarding the date, location and authorized per diem rates are enclosed.

To expedite the issuance of your contract, please review and complete the enclosed ABC-OTS Grant Program Information Sheet. In addition, we will also need a resolution from your agency's governing body. Since these resolutions must be put on calendar, we ask that you do so as soon as possible. For your convenience attached is a sample resolution format.

Please mail, or email the Grant Information Sheet to our Grant Coordinator; Diana Fouts-Guter, at 3927 Lennane Drive, Suite 100, Sacramento, CA 95834, or at Diana.fouts-guter@abc.ca.gov.

If you have questions, please contact Grant Supervisor Daniel Sumida via email at daniel.sumida@abc.ca.gov.

We appreciate your prompt response and look forward to working with your agency.

Sincerely,

[redacted]

Paul Tupy
Director

Enclosures

State of California
Department of Alcoholic Beverage Control
ABC-OTS Grant Program Information Sheet

Contract will be between: The Department of Alcoholic Beverage Control and
The City of National City through the National City Police Department

Mailing Address**:** 1200 National City Blvd., National City, CA 91950

Funding Amount: $ 30,000

Authority to Sign Contract Name/Title: Chief Alejandro Hernandez

Address if different from above: 1200 National City Blvd., National City, CA 91950

Federal Tax ID Number: 956000749

Operations Officer: **Attending Training (Circle)**
YES/NO

Print Name: Sergeant Joseph Camacho

Telephone Number: (619) 578-3366 (cell) / (619)336-4436 (desk)

Email Address: jcamacho@nationalcityca.gov

Fiscal Officer (responsible for preparing billings to ABC):

Print Name: Ronald Gutlay

Telephone Number: (619)336-4517

Email Address: rgutlay@nationalcityca.gov

RETURN COMPLETED FORM TO:

Diana Fouts-Guter
Grant Coordinator
Department of Alcoholic Beverage Control
3927 Lennane Drive, Suite #100
Sacramento, CA 95834
Diana.fouts-guter@abc.ca.gov
Office: (916)928-9807

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
26-OTS113	ABC-2100

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Department of Alcoholic Beverage Control

CONTRACTOR NAME

City of National City through the National City Police Department

2. The term of this Agreement is:

START DATE

October 1, 2025

THROUGH END DATE

August 31, 2026 .

3. The maximum amount of this Agreement is:

$ 30,000.00 Thirty thousand dollars and no cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits		Title	Pages
	Exhibit A	Scope of Work	2
	Exhibit B	Budget Detail and Payment Provisions	3
	Exhibit C *	General Terms and Conditions (GTC 02/2025)	4
+ -	Exhibit D	Special Terms and Conditions	1

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.
These documents can be viewed at https://www.dgs.ca.gov/OLS/Resources

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (If other than an individual, state whether a corporation, partnership, etc.)

City of National City through the National City Police Department

CONTRACTOR BUSINESS ADDRESS	CITY	STATE	ZIP
1200 National City Blvd.	National City	CA	91950

PRINTED NAME OF PERSON SIGNING	TITLE
Alejandro Hernandez	Chief of Police

CONTRACTOR AUTHORIZED SIGNATURE	DATE SIGNED

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Department of Alcoholic Beverage Control

CONTRACTING AGENCY ADDRESS	CITY	STATE	ZIP
3927 Lennane Drive, Suite 100	Sacramento	CA	95834

PRINTED NAME OF PERSON SIGNING	TITLE
Pattye Baker	Chief, Business Management Branch

CONTRACTING AGENCY AUTHORIZED SIGNATURE	DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable)

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE ACCEPTANCE OF THE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL'S MINOR DECOY/SHOULDER TAP GRANT PROJECT FUNDS IN THE AMOUNT OF $30,000, FUNDED BY THE CALIFORNIA OFFICE OF TRAFFIC SAFETY THROUGH THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION, AND AUTHORIZING THE ESTABLISHMENT OF A FISCAL YEAR 2026 APPROPRIATION AND CORRESPONDING REVENUE BUDGET IN THE AMOUNT OF $30,000.

WHEREAS, the Department of Alcoholic Beverage Control ("ABC"), sponsored by the Office of Traffic Safety ("OTS"), through the National Highway Traffic Safety Administration ("NHTSA"), requested applications from local law enforcement agencies for the awarding of up to $30,000 as part of an ABC-OTS Local Law Enforcement Grant (the "Grant") to be utilized towards Minor Decoy Program operations, Shoulder Tap Program operations, IMPACT Program operations and Holiday Enforcement operations; and

WHEREAS, the National City Police Department ("NCPD") submitted an application to ABC to be considered for this Grant; and

WHEREAS, ABC selected and award the NCPD with $30,000 as part of the Grant; and

WHEREAS, NCPD will utilize the Grant as follows: (a) performing Minor Decoy Program operations; (b) performing Shoulder Tap Program operations; (c) performing IMPACT Program operations; and (d) performing Holiday Enforcement operations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the acceptance of the Department of Alcoholic Beverage Control's Minor Decoy/Shoulder Tap Grant Project funds in the amount of $30,000, funded by the California Office of Traffic Safety through the National Highway Traffic Safety Administration.

Section 2: That the City Council hereby authorizes the establishment of a Fiscal Year 2026 appropriation and a corresponding revenue budget in the amount of $30,000 in the Police Department Grants Fund.

Section 3: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

AGENDA REPORT

Department: City Clerk's Office
Prepared by: Shelley Chapel, MMC, City Clerk
Meeting Date: Tuesday, November 18, 2025
Approved by: Scott W. Huth, Interim City Manager

SUBJECT:
Dispense with Certain City Council Meeting Scheduled for December 16, 2025, Per City Council Policy No. 104.

RECOMMENDATION:
Approve by City Council Motion to Dispense with December 16, 2025 Meeting as Recommended by Staff.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
Per Municipal Code Section 2.04.010, Regular Meetings of the City Council are held on the first and third Tuesday of each month**.** Due to a lack of agenda items for the December 16, 2025, meeting, staff recommends that the City Council cancel this meeting.

At its meeting of October 7, 2025, the City Council voted to cancel the meeting of January 6, 2026, due to the City Hall closure period associated with the Council-approved staff work furlough. City Hall will be closed from Monday, December 22, 2025, through Friday, January 2, 2026**,** and staff will return to work on Monday, January 5, 2026**.**

Because the 72-hour public notice requirement for regular meetings could not be met (as required by law), the January 6, 2026**,** meeting cannot be held.

FINANCIAL STATEMENT:
Not Applicable.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Communication and Outreach

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBIT:
Not Applicable

AGENDA REPORT

Department: **Police Department**
Prepared by: **Scott Shanahan, Sergeant**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
2026 Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) Grant Number PT26055 in the Amount of $155,000.

RECOMMENDATION:
Adopt the Resolution Entitled, "Resolution of the City Council of the City of National City, California, Authorizing the Acceptance of the 2026 Office of Traffic Safety Selective Traffic Enforcement Program Grant in the Amount of $155,000 and Authorizing the Establishment of an Appropriation and Corresponding Revenue Budget in the Amount of $155,000."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
The National City Police Department was approved to receive $155,000 in grant funds from the Office of Traffic Safety (OTS). The grant was approved for a one-year period beginning October 1st 2025 and concluding on September 30th 2026. This award is based upon a grant proposal submitted to the Office of Traffic Safety for the purpose of reducing the number of persons killed or injured in traffic collisions and alcohol involved collisions; to reduce fatal and injury hit and run collisions to reduce the number of motorcyclists killed or injured; and to reduce fatal and injury collisions at intersections, where unsafe turning movements and unsafe speeds were a factor.

The grant funds allocated to accomplish these goals will be used to fund overtime operations such as DUI/DL checkpoints, DUI saturation patrols, and enforcement operations regarding speed, red light violators, distracted drivers and motorcycle enforcement within the city limits of the City of National City. There is also funding allowing for Traffic Safety presentations and purchase of learning materials.

FINANCIAL STATEMENT:
A budget adjustment will be made in the Police Department Grants fund as detailed in Exhibit E. No matching funds are required.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – National City FY 2026 Grant Application
Exhibit B – National City-PT26055-OP 10 Grant Approval email
Exhibit C – 2026 OTS Grant agreement PT26055
Exhibit D – Resolution
Exhibit E – Financials

Application Information

Application No: 26-006599

Application Type:	STEP	Agency (City or County):	National City	Department (Police Dept, DA Office, etc):	National City Police Department
Authorized Representative:	Michael Shanahan	Additional Contact Email:		DUNS/SAM Number:	DWSKT6H5J5F3
DUNS/SAM Expiration Date:		DUNS/SAM Registered Address:	1243 National City Blvd	DUNS/SAM City:	San Diego
DUNS/SAM ZIP+4:	91950-4301				

Application Summary

Grants Made Easy Application Titles and Descriptions are pre-populated. For General Grants, provide the Application Title and Application Description.

Application Title:

Selective Traffic Enforcement Program (STEP)

Application Description:

Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.

Problem Statement

Describe the problem(s) to be addressed utilizing current data, do not include state or national information.

1. Describe the city, county, or jurisdiction this grant will impact.

Problem Statement:

The city of National City is approximately 9 square miles located south of downtown San Diego and north of Chula Vista in the South Bay. National City borders the 32nd Street Naval base on the west and Paradise Hills “San Diego” on the east. Paradise Hills is home to a large Navy housing community. The population of National City is approximately 56,173 residents based on the 2020 Census with a day time population of about 80,000. National City is well known for its “Mile of Cars” that brings lots of vehicle traffic into the city. National City has 10 elementary schools, 2 charter schools, 1 middle school, 1 junior high school, 1 high school and 3 private schools within the city limits. Southwestern College also has a satellite campus in National City. The high school accounts for a large population of student driver’s under the age of 18. National City has freeway access to interstate 5, interstate 805 and State Route 54 that all either run through the city limits or border the city limits. National City also has the Plaza Bonita shopping mall within the city limits that brings lots of vehicle traffic for those visiting the mall.

2. Describe the problem(s) to be addressed, supported by current and relevant crash data. (most recent calendar year data/stats)

Problem Statement:

Drunk/Impaired driving remains a big concern for the National City Police Department because impaired driving increases the risk that driver’s will get into traffic collisions and kill or injure themselves or others. Alcohol impairment is the primary factor in traffic fatalities in the United States, where drunk driving is among the most common type of arrest made by police. The number of alcohol related collision deaths is roughly the same as the number of homicides. In addition, vehicle collisions are the leading cause of death in young people ages 15-20; many of these are alcohol related.

The City of National City had six fatal collisions in 2022 with seven fatalities, four fatal collisions in 2023, and three fatal collisions in 2024 with four fatalities. The National City Police Department showed a slight decline over the past three years in fatal collisions in 2024, down from six fatal collisions in 2022, four fatal collisions in 2023 to three fatal collision in 2024. Of the three fatal collisions from 2024, one involved a vehicle versus a pedestrian, and one involved a double fatality single vehicle into a parked vehicle and the third involved a vehicle versus bicyclist, who was a Sweetwater High School riding his bike to school. The vehicle versus pedestrian collision and the double fatal collision were both likely DUI related, however, the pedestrian collision was a hit and run, and the toxicology results are still pending on the double fatal collision. The driver of the hit and run was later located and arrested hours after the collision, and was determined to be on DUI probation.

Although fatal collisions are down over the past two years, in 2024 there were (215) injury collisions with (287) injured persons, (22) of these involved alcohol. Although 2024 showed a significant decrease over 2023 for injury collisions, there was an increase over 2022. The collision data for National City in the calendar year 2023 shows there were (254) injury collisions with (337) persons injured, (30) of these collisions were alcohol related. The calendar year 2022 indicated there were (202) injury collisions with (266) persons injured, 27 of which were alcohol related, one being a fatal collision with two persons killed. The number of injury collision between 2023 and 2024 decreased by (39) collisions (254 in 2023 and 215 in 2024). During the same period (2023 to 2024) DUI injury collisions decreased from 30 injury collisions with 44 injured persons to 22 injury

collisions with 32 persons injured.

Our DUI arrests have remained steady as we continue to place officers in proactive DUI enforcement roles thanks to the OTS grant, rather than just being reactive to collisions or radio calls. In 2023, department wide there were 141 DUI arrests and in 2024 there were 123 DUI arrests.

The National City Police Department continues to struggle with challenges created by the changes in California's controlled substance laws. The legalization of Marijuana and the de-felonization of methamphetamine, heroin and cocaine all contribute to an increase in impaired driving. It is increasingly more important to have qualified DRE officers in the field in order to properly recognize and evaluate individuals who may be driving under the influence of narcotics. It is extremely difficult to recruit and train these officers as it requires work above and beyond their normal patrol duties and they are not compensated for this extra work. Without properly trained DRE officers, many drug DUI arrests will either not be conducted or will not be prosecuted by the District Attorney's Office.

PAS (preliminary alcohol screening) devices are needed during our OTS funded roving DUI operations as well as during our DUI/License checkpoints. The PAS device allows officers to quickly access the level of intoxication of the individual while still at the scene. I want to purchase 5 new devices through the OTS grant to help replace some of older devices and to allow the department to issue out more devices for officers to use in the field during their DUI investigations.

In addition to driving under the influence, speed has long been regarded as a factor contributing to collisions, and can take two forms; exceeding the posted speed limit, and speed unsafe for the conditions present, such as heavy traffic or poor weather conditions. Speeding has been found to be directly related to the severity of vehicle collisions. As speed increases, the potential for injury also increases as the speeder has less time to react to hazards since the vehicle is covering greater distance than it would at slower speeds. Speed increases stopping distance. Speed is the number two factor in collisions in National City.

Pedestrian safety is also a huge concern in National City. After vehicle occupants, pedestrians represent the second largest category of motor vehicle deaths. In 2023 we experienced four fatal traffic collisions. Of the four fatal collisions one involved pedestrian and two involved subjects on a bicycle. In 2024 we experienced three fatal collisions. One of the collisions involved a pedestrian crossing the roadway. Another collision involved a bicyclist who initially survived the collision but later succumbed to his injuries. In addition we had two serious injury collisions involving pedestrians versus a vehicle that required our traffic investigators to be called out to the scene to conduct the investigation.

The National City Police Department currently has 1 speed trailer that was purchased through OTS during the 2024 grant cycle. I am requesting to purchase a 2nd speed trailer for the 2026 grant. These trailers are frequently requested by the public in residential areas with high volumes of traffic. The increased number of pedestrian and bicycle fatalities can be partially attributed to unsafe speed. These trailers have been proven to reduce speeds and increase roadway safety. These trailers would give us the ability to monitor high traffic areas and provide motorists and pedestrians with valuable information such as speed and roadway conditions. They can also be used as a messaging board for public service announcements. These trailers would conduct hassle free traffic studies, quickly resolving speeding complaints and increase driver speed awareness. Having a 2nd speed trailer would allow for increased roadway safety as we would have the ability to have trailers in more than one area at the same time.

This could be helpful around our school zones in the morning and afternoon to have the ability to place trailers with roadway safety messages at more than one school. It would also give us the ability to post up the speed trailers at multiple locations at the same time where there are citizen complaints regarding speeding or other unsafe driving.

In the areas listed above where there have been a decrease. I attribute this to the enforcement activities enabled by the OTS grant and the opportunity to place more proactive police officers on the streets of National City with the sole purpose of traffic safety. The number of traffic citations issued in 2024 was consistent with the number of traffic citations in 2023. The data shows there were 1,294 traffic citations, 590 parking citations, and 167 traffic warnings issued in 2024. Between January and December of 2023, there were 1,258 traffic citations, 630 parking citations, and 187 traffic warnings issued. The National City Police Department traffic unit was solely responsible for about 60% of all citations during the calendar year 2024.

Regarding in state travel expenses. I am requesting money for in state travel expenses so that I can send my

traffic officers to future in state training and pending conferences. I also need money to cover out of county travel expenses for officers attending ARIDE, SFST, DRE and DRE update training.

3. Define the target population the grant intends to serve and how they are affected by the problem(s).

Problem Statement:

National City has a population of about 56,000 residents with a daytime population of about 80,000. Of the 56,000 residents approximately 66% are Hispanic. National City also has a large Asian and Pacific Island population (20.3%). The remainder of the population break down is 8% white non-Hispanic, 4% African American and about 1.7% Native Indian. This information was obtained from the 2020 Census. This population is affected by US naval personal traveling through National City from the Navy housing located just east of town to the 32nd Street Naval base. Driver's traveling through National City to the Navy base often travel at a speed to fast for roadway conditions and also speed through school zones when children are walking to school in the morning and afternoon. The population is also effected by parents dropping their children off at that many schools in National City as well as numerous under age driver's from the local High School driving on the roads. The parents themselves tend to speed through school zones, Double Park, block traffic and drive with children not properly seat belted or restrained. The students drive at unsafe speeds, fail to stop for stop sign and red signal lights and use their phones while driving. National City also has a large homeless population that has been the cause of many of our fatal and major injury vehicle versus pedestrian collisions. These collisions often happen during evening, nighttime and early morning hours and involve homeless individuals who are often times intoxicated or under the influence of drugs and walking into traffic or walking in the roadway.

Traffic Data Summary:

City Applicants: Complete the table below using the most current local data and update the 20XX years in the table (do not use the OTS Rankings or SWITRS).
County or State Applicants: Complete the table below using SWITRS data and update the 20XX years in the table.

Crash Type	**2022**				**2023**				**2024**			
	Crashes		**Victims**		**Crashes**		**Victims**		**Crashes**		**Victims**	
Fatal	6		7		4		4		3		4	
Injury	202		266		254		337		215		287	
	Fatal	**Injury**	**Killed**	**Injured**	**Fatal**	**Injury**	**Killed**	**Injured**	**Fatal**	**Injury**	**Killed**	**Injured**
Alcohol - Involved	1	27	2	33	0	30	0	44	0	22	0	32
Hit & Run	0	40	0	50	0	36	0	39	1	29	1	35
Nighttime (2100-0259 hours)	2	38	3	52	1	43	1	53	2	44	3	68
Top 3 Primary Crash Factors									**Fatal**	**Injury**	**Killed**	**Injured**
#1 -	Unsafe Turning Movements								0	34	0	47
#2 -	Unsafe speed								1	29	2	35
#3 -	DUI								0	16	0	23

Proposed Solution

Equity:

The National City Police Department has worked to ensure that all the members of our department demonstrate a commitment to contemporary strategies at the forefront of our profession. Ensuring fair, impartial, equitable policing is demonstrated in our work by treating people with respect and dignity and continuing to earn the trust of our community. All members of our department have attended Implicit Bias Training in support of our commitment to provide fair and equitable service and enforcement to the residents of our city.

Strategies:

The National City Police Department will utilize a broad range of efforts to attack impaired driving with enforcement activities such as DUI/Driver's license checkpoints, DUI Saturation Patrols, as well as education by speaking at different community events and providing presentations on DUI, Distracted driving, etc. The National City Police Department will also utilize a variety of enforcement strategies as well as educational opportunities to decrease deaths and serious injuries involving pedestrians, bicyclists and motorcycles. The following specific enforcement and education strategies will be utilized.

1. Send up to three law enforcement personnel to NHTSA Standardized Field Sobriety Testing (SFST), minimum 16 hours POST certified training.
2. Maintain the current "Hot Sheet" program to notify patrol and traffic officers to be on the lookout for identified, repeat DUI offenders with a suspended or revoked driver's license as a result of a DUI conviction.
3. Send up to three law enforcement personnel to NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE), 16 hours POST certified training.
4. Send 1 law enforcement personnel to IACP Drug Recognition Expert (DRE) training.
5. Conduct 6 DUI/DL Checkpoints, including a checkpoint during the "Winter Mobilization" period and the 'Summer Mobilization" period.
6. Conduct 30 two man DUI Saturation Patrol Operations. This would include several operations during the "Winter Mobilization Period", Independence Day, Memorial Day, Super Bowl Sunday, Cinco de Mayo, and the "Summer Mobilization" period.
7. Conduct 32 two man Traffic Enforcement Operations including but not limited to primary collision factor violations.
8. Conduct 20 two man Distracted Driver Operations targeting drivers using handheld cell phones and texting.
9. Conduct 15 two man highly publicized Motorcycle Safety Enforcement Operations in areas, or during events with a high number of motorcycle incidents or collisions.
10. Conduct 2 Traffic Safety Educational Presentations impacting at least 50 community members. Presentations will include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts, and child passenger safety.
11. Conduct 15 two man Bicycle and Pedestrian Enforcement Operations during the National Bicycle Safety Month (May) and California Pedestrian Safety Month (September).
12. Participate in National Distracted Driving Month in April.
13. Participate in NHTSA Click it or Ticket mobilization period May.
14. Collect and report DUI enforcement data for the NHTSA Winter and Summer Mobilizations.
15. Conduct 8 two man collaborative Traffic Enforcement Operations with other police agencies including but not limited to primary collision factor violations.
16. Conduct 8 two man collaborative DUI Saturation Patrol Operations with other police agencies.

Agency Qualifications:

The National City Police Department has a dedicated traffic unit that consists of three motor officers and one Sergeant. The Sergeant is also responsible for writing and managing the OTS S.T.E.P. grant. The traffic unit is currently at maximum staffing. Additionally, the traffic unit has one professional staff member that assists with day to day administration of the S.T.E.P. grant. She also assists with all clerical work at DUI/Driver's license checkpoints. The National City Police Department employs one community service officer, and one police operations assistant who assists with matters relating to finance.

The National City Police Department has a volunteer staff of two reserve officers and we currently have 8 Police Explorers. Because we are a smaller agency, we depend on our explorer program to assist with DUI/Driver's license checkpoints. We conducted three checkpoints during 2024.

Within the City of National City there are two accountants with the Finance Department who provide direct administration support in all finance related matters. Additionally, the City of National City's Community Services Division employs three full time Parking Enforcement Officers that assist with traffic related events.

Within the past nine years, the National City Police Department has received funding from the State of California Office of Traffic Safety to participate in traffic operations and educational programs as follows:

$70,000 in 2017
$120,000 in 2018
$100,000 in 2019
$100,000 in 2020
$101,500 in 2021
$103,000 in 2022
$150,000 in 2023
$142,000 in 2024
$195,000 in 2025

Continued funding for traffic safety operations, equipment and educational programs will continue to assist the National City Police Department's efforts in meeting yearly stated traffic safety objectives, and maintaining the overall safety of the National City community. Police administrators and city officials have identified DUI and Pedestrian safety as significant problems within our city. With our continued partnerships with OTS, the National City Police Department hopes to continue enforcement and educational efforts within our city.

Community Collaboration and Engagement

Provide a description of the community collaboration and engagement activities that will be conducted and/or participated in by your department and addresses traffic safety. Community collaboration and engagement allows for the appropriate department personnel to engage in conversations to both share information and receive input from the community members regarding traffic safety.

Community Collaboration and Engagement:

Our goal is to develop and implement a community gathering event at one of our local business partner such as Chick-Fila or Starbucks. Our goal would be to hold this event two or three times during the calendar year. The goal is to have open, two way communication with the members of our community and hear and address any traffic related concerns the community may have. We will use the information gathered at these events for strategic deployment of our resources with the goal to reduce injury and non-injury collisions. This will also help us spread the word on our “lights on” voucher program to provide assistance to motorists in need of lighting equipment repairs.

Goals

Description
Reduce the number of persons killed in traffic crashes.
Reduce the number of persons injured in traffic crashes.
Reduce the number of pedestrians killed in traffic crashes.
Reduce the number of pedestrians injured in traffic crashes.
Reduce the number of bicyclists killed in traffic crashes.
Reduce the number of bicyclists injured in traffic crashes.
Reduce the number of persons killed in alcohol-involved crashes.
Reduce the number of persons injured in alcohol-involved crashes.
Reduce the number of persons killed in drug-involved crashes.
Reduce the number of persons injured in drug-involved crashes.
Reduce the number of persons killed in alcohol/drug combo-involved crashes.
Reduce the number of persons injured in alcohol/drug combo-involved crashes.
Reduce the number of motorcyclists killed in traffic crashes.
Reduce the number of motorcyclists injured in traffic crashes.
Reduce hit & run fatal crashes.
Reduce hit & run injury crashes.
Reduce nighttime (2100 - 0259 hours) fatal crashes.
Reduce nighttime (2100 - 0259 hours) injury crashes.
Custom Description

Objectives

Included	Target Number	Description
Yes	1	Issue a news release announcing the kick-off of the grant by December 31st. The kick-off news releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 7 days prior to the issuance date of the release.
Yes	12	Participate and report data (as required) in the following campaigns; Quarter 1: National Pedestrian Safety Month, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: National Speed Prevention Campaigns, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.
Yes	12	Develop (by December 31) and/or maintain a “DUI BOLO” program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly.
Yes	3	Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.
Yes	3	Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
Yes	1	Send law enforcement personnel to the Drug Recognition Expert (DRE) training (classroom and field training must be completed).
Yes	1	Send law enforcement personnel to the DRE Recertification training.
Yes	0	Send law enforcement personnel to SFST Instructor training.
Yes	0	Send law enforcement personnel to DRE Instructor training.
Yes	6	Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.
Yes	30	Conduct DUI Saturation Patrol operation(s).
Yes	0	Conduct Court Sting operation(s) to cite individuals driving to and from the court after having their driver's license suspended or revoked.
Yes	0	Conduct Warrant Service operation(s) targeting multiple DUI offenders who fail to appear in court.
Yes	0	Conduct Stakeout operation(s) that employ law enforcement officers to observe repeat DUI offender probationers with suspended or revoked driver licenses.
Yes	32	Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.
Yes	20	Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
Yes	15	Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.
Yes	0	Conduct Nighttime (1800-0559) Click It or Ticket enforcement operation(s).
Yes	15	Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.
Yes	2	Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.

Yes	0	Conduct Know Your Limit campaigns with an effort to reach members of the community.
Yes	8	Participate in highly visible collaborative DUI Enforcement operations.
Yes	8	Participate in highly visible collaborative Traffic Enforcement operations.
Yes	4	Send law enforcement personnel to DUI Checkpoint Planning and Management training.
Yes	8	Conduct specialized enforcement operations focusing specifically on street racing and sideshow activities.
Yes	0	Conduct Illegal Street Racing and Modified Vehicle training classes for law enforcement personnel.
Yes	0	Identify grant funded, straight time personnel. Include any vacancies or staff changes that have occurred. For any vacancies, include the status of filling the vacancy.
Yes	2	Participate in community collaboration and engagement activities to engage in conversations regarding traffic safety to both share information and receive input from the community members.
Yes	0	Utilize the oral fluid drug screening device at roadside to assist with identifying drug use during DUI investigations. Report on the use, accomplishments, or challenges associated with the use of the oral fluid drug screening device.
Yes	0	Send law enforcement personnel to a POST certified implicit bias training, such as; Implicit Bias and Community Policing, Principles Policing, or Beyond Bias.
Included	Target Number	Custom Description

Method of Procedure

Phase 1 - Program Preparation:

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- Conduct all training needed to implement the program, in the first quarter.
- Purchase all grant related supplies and materials to implement the program, in the first quarter.
- Items with a unit cost of $5,000 more (including tax and shipping) must comply with Buy America.
- In order to develop/maintain the “DUI BOLOs,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The DUI BOLO may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.

Media Requirements

Issue a news release approved by the OTS PIO announcing the kick-off of the grant by December 31 and after the grant is signed and executed, but no sooner than October 1, the start of the grant year. The kick-off release must be approved by the OTS PIO. If you are unable to meet the December 31 deadline to issue a kick-off press release, communicate reasons to your OTS grant coordinator and OTS PIO.

Phase 1 - Program Preparation Addendum:

Phase 2 - Program Operations:

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Send all PowerPoint presentations, online presentations and trainings for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Certified training courses are EXEMPT from the approval process.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the OTS grant coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, news releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator when any material is distributed to the media and public, such as a news release, educational material, or link to social media post.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator.
- News releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are EXEMPT from the OTS PIO approval process. The OTS PIO and your OTS grant coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are EXEMPT from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator with the embargoed date and time or with “INTERNAL ONLY: DO NOT RELEASE” message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult the OTS PIO and copy your OTS grant coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any news releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received OTS PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- For additional guidance, refer to the OTS Grants Materials Approval Process Guidelines and OTS Grants Media Approval Process FAQs on the OTS website.
- Contact the OTS PIO or your OTS grant coordinator for consultation when changes from any of the above requirements might be warranted.

Phase 2 - Program Operations Addendum:

Phase 3 - Data Collection:

1. Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30)

2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)

- Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
- Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
- Collect, analyze and report statistical data relating to the grant goals and objectives.

Phase 3 - Data Collection Addendum:

Budget

Personnel Costs

Hourly Rates - When requesting hours for personnel, enter them as straight time or overtime (for Enforcement Overtime, please use section below) and include the amount of hours that they will spend on grant operations. Example: Personnel getting paid 100% by the grant working a full year at $41.00 per hour would be entered as Straight time, 2080 Units, $41.00 Unit cost or Rate, and 100% Percent Paid by Grant. This gives a total of $85,280.00 for the year.

Benefits – If requesting benefits for personnel, enter all benefits as a separate line item for each. Start the Item Name with the word 'Benefits', enter the corresponding straight time or overtime total amount in the Unit Cost or Rate, and enter the Benefits Rate to have the system calculate Benefit Costs. (Unit Cost) X (Benefits Rate) = Benefit Costs. To properly relate benefits to the correct personnel line item use the Display Order field, for example use 100.0 for Display Order for the personnel line item and 100.1 for Display Order for the associated Benefits.

Display Order	Cost Category	Item Name	Position Type	Benefit Rate	Unit Cost or Rate	Units	Percent Paid by Grant	Calculated Cost to Grant

Display Order	Cost Category	Enforcement Activity	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
1.0	A. Personnel Costs	DUI Saturation Patrols	DUI Saturation Patrols	$1,500.00	30	$45,000.00
2.0	A. Personnel Costs	DUI/DL Checkpoints	DUI/DL Checkpoints	$10,000.00	6	$60,000.00
3.0	A. Personnel Costs	Collaborative DUI Enforcement	Collaborative DUI Enforcement	$2,000.00	8	$16,000.00
4.0	A. Personnel Costs	Traffic Enforcement	Traffic Enforcement	$1,500.00	32	$48,000.00
5.0	A. Personnel Costs	Distracted Driving Enforcement	Distracted Driving Enforcement	$1,500.00	20	$30,000.00
6.0	A. Personnel Costs	Motorcycle Safety Enforcement	Motorcycle Safety Enforcement	$1,500.00	15	$22,500.00
7.0	A. Personnel Costs	Pedestrian and Bicycle Enforcement	Pedestrian and Bicycle Enforcement	$1,500.00	15	$22,500.00
8.0	A. Personnel Costs	Traffic Safety Educational Presentations	Traffic Safety Educational Presentations	$1,000.00	4	$4,000.00
9.0	A. Personnel Costs	Other	Benefits;164OT@11.18%	$121,000.00	1	$13,527.80
10.0	A. Personnel Costs	Other	Benefits-402OT@11.18%	$127,000.00	1	$14,198.60

Personnel Costs: $275,726.40

Travel Expenses

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
201.0	B. Travel Expenses	In State Travel	$5,000.00	1	$5,000.00

Travel Expenses: $5,000.00

Contractual Services

Do not include brand names or names of specific organizations.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant

Contractual Services: $0.00

Equipment (must have Unit Cost of at least $10,000 including tax and shipping)

Do not include brand names or names of specific organizations.

Please include an equipment quote in the Upload Documents Tab.

NOTE : When creating a new "Equipment" budget item, the *Standard Language Item* drop down list may not be available. When this is the case, complete only the required fields and save the budget item. Once saved, select the *Edit* button (pencil icon); the *Standard Language Item* drop down list will be available for selection. Alternatively, if not requesting a *Standard Language Item,* please utilize the *Custom Narrative* field to enter an appropriate narrative.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
401.0	D. Equipment	Changeable Message Sign Trailer with Radar	$20,056.94	1	$20,056.94

Equipment: $20,056.94

Other Direct Costs (must have Unit Cost of less than $10,000, including tax and shipping)

Do not include brand names or names of specific organizations.

NOTE : When creating a new "Other Direct Cost" budget item, the *Standard Language Item* drop down list may not be available. When this is the case, complete only the required fields and save the budget item. Once saved, select the *Edit* button (pencil icon); the *Standard Language Item* drop down list will be available for selection. Alternatively, if not requesting a *Standard Language Item,* please utilize the *Custom Narrative* field to enter an appropriate narrative.

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
501.0	E. Other Direct Costs	DUI Checkpoint Supplies	$3,000.00	1	$3,000.00
502.0	E. Other Direct Costs	PAS Device/Calibration Supplies	$428.00	5	$2,140.00

Other Direct Costs: $5,140.00

Indirect Costs

NOTE - Entry for Indirect Cost is different than prior years. Please read instructions carefully.

Item Name should indicate the % and the types of costs subject to the Indirect Cost Rate e.g. 15% of Salaries and Benefits. Enter one Unit Cost equal to the estimated Indirect Costs.

Indirect Cost Rate must be supported by a federally approved indirect cost rate letter and uploaded to the application.

Display Order	Cost Category	Item Name	Units	Unit Cost or Rate	Calculated Cost to Grant

Indirect Costs: $0.00

Total Requested Funding: $305,923.34

Narrative Review

Review and update Narrative for Budget Items

Cost Category	Item	Narrative	Custom Narrative
A. Personnel Costs	DUI Saturation Patrols	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	
A. Personnel Costs	DUI/DL Checkpoints	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	
A. Personnel Costs	Collaborative DUI Enforcement	Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel	
A. Personnel Costs	Traffic Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	
A. Personnel Costs	Distracted Driving Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	
A. Personnel Costs	Motorcycle Safety Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	

A. Personnel Costs	Pedestrian and Bicycle Enforcement	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	
A. Personnel Costs	Traffic Safety Educational Presentations	Overtime for grant funded traffic safety educational presentations conducted by appropriate department personnel.	
A. Personnel Costs	Benefits;164OT@11.18%		Benefits-164OT @ 11.18% - Benefits breakdown: Medicare - 1.45% Workers Comp - 9.73% Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.
A. Personnel Costs	Benefits-402OT@11.18%		Benefits- 402OT @ 11.18% - Benefits breakdown: Medicare - 1.45% Workers Comp - 9.73% Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.
B. Travel Expenses	In State Travel	Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.	

D. Equipment	Changeable Message Sign Trailer with Radar	Fully equipped changeable message sign trailer(s) with a radar device and digital display that is portable and fully programmable and will determine and display the speed of vehicles or post traffic safety information and messages during OTS funded operations.	The National City Police Department currently has 1 speed trailer that was purchased through OTS during the 2024 grant cycle. I am requesting to purchase a 2nd speed trailer for the 2026 grant. These trailers are frequently requested by the public in residential areas with high volumes of traffic. The increased number of pedestrian and bicycle fatalities can be partially attributed to unsafe speed. These trailers have been proven to reduce speeds and increase roadway safety. These trailers would give us the ability to monitor high traffic areas and provide motorists and pedestrians with valuable information such as speed and roadway conditions. They can also be used as a messaging board for public service announcements. These trailers would conduct hassle free traffic studies, quickly resolving speeding complaints and increase driver speed awareness. Having a 2nd speed trailer would allow for increased roadway safety as we would have the ability to have trailers in more than one area at the same time. This could be helpful around our school zones in the morning and afternoon to have the ability to place trailers with roadway safety messages at more than one school. It would also give us the ability to post up the speed trailers at multiple locations at the same time where there are citizen complaints regarding speeding or other unsafe driving.
E. Other Direct Costs	DUI Checkpoint Supplies	On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS Device Supplies, PAS Calibration Supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.	To be used for tables, lighting, new traffic cones and possibly a second generator.

E. Other Direct Costs	PAS Device/Calibration Supplies	Preliminary alcohol screening device to detect the presence of alcohol in a person's breath and calibration supplies to ensure accuracy. Costs may include mouth pieces, gas and accessories.	

Upload Documents (Optional)

Document Name	Update Date/Time
OTS Tentatively Approved Your Application 26-006599.pdf	6/5/2025 6:40 AM
Application Report 2025-01-30 23:06:23.pdf	1/30/2025 3:06 PM
LifeLocPASQuote.pdf	1/30/2025 9:37 AM
AllTrafficSolutionsSpeedTrailerQuote.pdf	1/30/2025 9:37 AM

Evaluation, Support, and Submittal

Evaluation, Support, and Submittal

Method of Evaluation:

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

Administrative Support:

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

Total Requested Funding:

$305,923.34

From: OTS Email
To: Michael Shanahan; Miguel Lozano
Subject: Approved Office of Traffic Safety Grant (PT26055)
Date: Wednesday, October 8, 2025 9:10:19 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Grantee,

The Office of Traffic Safety (OTS) has approved your traffic safety grant, Selective Traffic Enforcement Program (STEP) (PT26055), as part of the California Traffic Safety Program.

Costs incurred must be in accordance with your grant agreement and recorded in your accounting system. No other costs will be reimbursed without prior OTS approval. Grant activities prior to 10/1/2025 or after 9/30/2026 will not be reimbursed.

Within the first quarter of your grant period, your Grant Coordinator will provide you with information about operational and fiscal requirements, as well as tools to manage your new grant.

If you have any questions, please contact your Grant Coordinator, Mark Talan at (916) 509-3029 or email mark.talan@ots.ca.gov.

Sincerely,
Stephanie Dougherty
Director

1. GRANT TITLE
Selective Traffic Enforcement Program (STEP)

2. NAME OF AGENCY
National City

3. Grant Period
From: 10/01/2025
To: 09/30/2026

4. AGENCY UNIT TO ADMINISTER GRANT
National City Police Department

5. GRANT DESCRIPTION
Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.

6. **Federal Funds Allocated Under This Agreement Shall Not Exceed: $155,000.00**
Allocation is contingent upon availability of federal funds.

7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement:
- Schedule A – Problem Statement, Goals and Objectives and Method of Procedure
- Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable)
- Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable)
- Exhibit A – Certifications and Assurances
- Exhibit B* – OTS Grant Program Manual
- Exhibit C – Grant Electronic Management System (GEMS) Access

*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.

We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.
IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

8. **Approval Signatures**

A. GRANT DIRECTOR
NAME: Michael Shanahan
TITLE: Traffic Sergeant
EMAIL: mshanahan@nationalcityca.gov
PHONE: (619) 336-4543
ADDRESS: 1200 National City Boulevard
National City, CA 91950

Michael Shanahan
Michael Shanahan (Sep 22, 2025 14:26:03 PDT)
Sep 22, 2025
(Signature) *(Date)*

B. AUTHORIZING OFFICIAL
ADDRESS: Alejandro Hernandez
Chief of Police
ahernandez@nationalcityca.gov
(619) 336-4519
1200 National City Boulevard
National City, CA 91950

Alejandro Hernandez
Alejandro Hernandez (Oct 7, 2025 19:07:24 PDT)
Oct 7, 2025
(Signature) *(Date)*

C. FISCAL OFFICIAL
ADDRESS: Arnold Ocana
Senior Accountant
aocana@nationalcityca.gov
629-336-4342
1243 National City Blvd.
National City, CA 91950

Oct 7, 2025
(Signature) *(Date)*

D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY
ADDRESS: Stephanie Dougherty
Director
stephanie.dougherty@ots.ca.gov
(916) 509-3030
2208 Kausen Drive, Suite 300
Elk Grove, CA 95758

Stephanie Dougherty
Oct 8, 2025
(Signature) *(Date)*

E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY	9. SAM INFORMATION
NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	SAM #: DWSKT6H5J5F3 REGISTERED ADDRESS: 1243 National City Blvd CITY: National City ZIP+4: 91950-4397

10. PROJECTED EXPENDITURES

FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
405e DDL-26	20.616	0521-0890-101	2025	04/25	BA/25	$15,000.00
402PT-26	20.600	0521-0890-101	2025	04/25	BA/25	$40,000.00
164AL-26	20.608	0521-0890-101	2025	04/25	BA/25	$100,000.00
				AGREEMENT TOTAL		**$155,000.00**

I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.

OTS ACCOUNTING OFFICER'S SIGNATURE	DATE SIGNED	TOTAL AMOUNT ENCUMBERED TO DATE
Carolyn Vu (Oct 8, 2025 08:05:22 PDT)	Oct 8, 2025	**$155,000.00**

AMOUNT ENCUMBERED BY THIS DOCUMENT
$155,000.00

PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT
$ 0.00

1. PROBLEM STATEMENT

Describe the city, county, or jurisdiction this grant will impact.

The city of National City is approximately 9 square miles located south of downtown San Diego and north of Chula Vista in the South Bay. National City borders the 32nd Street Naval base on the west and Paradise Hills "San Diego" on the east. Paradise Hills is home to a large Navy housing community. The population of National City is approximately 56,173 residents based on the 2020 Census with a day time population of about 80,000. National City is well known for its "Mile of Cars" that brings lots of vehicle traffic into the city. National City has 10 elementary schools, 2 charter schools, 1 middle school, 1 junior high school, 1 high school and 3 private schools within the city limits. Southwestern College also has a satellite campus in National City. The high school accounts for a large population of student driver's under the age of 18. National City has freeway access to interstate 5, interstate 805 and State Route 54 that all either run through the city limits or border the city limits. National City also has the Plaza Bonita shopping mall within the city limits that brings lots of vehicle traffic for those visiting the mall.

Describe the problem(s) to be addressed, supported by current and relevant crash data. (most recent calendar year data/stats).

Drunk/Impaired driving remains a big concern for the National City Police Department because impaired driving increases the risk that driver's will get into traffic crashes and kill or injure themselves or others. Alcohol impairment is the primary factor in traffic fatalities in the United States, where drunk driving is among the most common type of arrest made by police. The number of alcohol related crash deaths is roughly the same as the number of homicides. In addition, vehicle crashes are the leading cause of death in young people ages 15-20; many of these are alcohol related.

The City of National City had six fatal crashes in 2022 with seven fatalities, four fatal crashes in 2023, and three fatal crashes in 2024 with four fatalities. The National City Police Department showed a slight decline over the past three years in fatal crashes in 2024, down from six fatal crashes in 2022, four fatal crashes in 2023 to three fatal crash in 2024. Of the three fatal crashes from 2024, one involved a vehicle versus a pedestrian, and one involved a double fatality single vehicle into a parked vehicle and the third involved a vehicle versus bicyclist, who was a Sweetwater High School riding his bike to school. The vehicle versus pedestrian crash and the double fatal crash were both likely DUI related, however, the pedestrian crash was a hit and run, and the toxicology results are still pending on the double fatal crash. The driver of the hit and run was later located and arrested hours after the crash, and was determined to be on DUI probation.

Although fatal crashes are down over the past two years, in 2024 there were (215) injury crashes with (287) injured persons, (22) of these involved alcohol. Although 2024 showed a significant decrease over 2023 for injury crashes, there was an increase over 2022. The crash data for National City in the calendar year 2023 shows there were (254) injury crashes with (337) persons injured, (30) of these crashes were alcohol related. The calendar year 2022 indicated there were (202) injury crashes with (266) persons injured, 27 of which were alcohol related, one being a fatal crash with two persons killed. The number of injury crash between 2023 and 2024 decreased by (39) crashes (254 in 2023 and 215 in 2024). During the same period (2023 to 2024) DUI injury crashes decreased from 30 injury crashes with 44 injured persons to 22 injury crashes with 32 persons injured.

Our DUI arrests have remained steady as we continue to place officers in proactive DUI enforcement roles thanks to the OTS grant, rather than just being reactive to crashes or radio calls. In 2023, department wide there were 141 DUI arrests and in 2024 there were 123 DUI arrests.

The National City Police Department continues to struggle with challenges created by the changes in California's controlled substance laws. The legalization of Marijuana and the de-felonization of methamphetamine, heroin and cocaine all contribute to an increase in impaired driving. It is increasingly more important to have qualified DRE officers in the field in order to properly recognize and evaluate individuals who may be driving under the influence of narcotics. It is extremely difficult to recruit and train these officers as it requires work above and beyond their normal patrol duties and they are not compensated

for this extra work. Without properly trained DRE officers, many drug DUI arrests will either not be conducted or will not be prosecuted by the District Attorney's Office.

In addition to driving under the influence, speed has long been regarded as a factor contributing to crashes, and can take two forms; exceeding the posted speed limit, and speed unsafe for the conditions present, such as heavy traffic or poor weather conditions. Speeding has been found to be directly related to the severity of vehicle crashes. As speed increases, the potential for injury also increases as the speeder has less time to react to hazards since the vehicle is covering greater distance than it would at slower speeds. Speed increases stopping distance. Speed is the number two factor in crashes in National City.

Pedestrian safety is also a huge concern in National City. After vehicle occupants, pedestrians represent the second largest category of motor vehicle deaths. In 2023 we experienced four fatal traffic crashes. Of the four fatal crashes one involved pedestrian and two involved subjects on a bicycle. In 2024 we experienced three fatal crashes. One of the crashes involved a pedestrian crossing the roadway. Another crash involved a bicyclist who initially survived the crash but later succumbed to his injuries. In addition we had two serious injury crashes involving pedestrians versus a vehicle that required our traffic investigators to be called out to the scene to conduct the investigation.

The National City Police Department currently has 1 speed trailer that was purchased through OTS during the 2024 grant cycle. I am requesting to purchase a 2nd speed trailer for the 2026 grant. These trailers are frequently requested by the public in residential areas with high volumes of traffic. The increased number of pedestrian and bicycle fatalities can be partially attributed to unsafe speed. These trailers have been proven to reduce speeds and increase roadway safety. These trailers would give us the ability to monitor high traffic areas and provide motorists and pedestrians with valuable information such as speed and roadway conditions. They can also be used as a messaging board for public service announcements. These trailers would conduct hassle free traffic studies, quickly resolving speeding complaints and increase driver speed awareness. Having a 2nd speed trailer would allow for increased roadway safety as we would have the ability to have trailers in more than one area at the same time. This is helpful around our school zones in the morning and afternoon to have the ability to place trailers with roadway safety messages at more than one school. It would also give us the ability to post up the speed trailers at multiple locations at the same time where there are citizen complaints regarding speeding or other unsafe driving.

In the areas listed above where there have been a decrease. I attribute this to the enforcement activities enabled by the OTS grant and the opportunity to place more proactive police officers on the streets of National City with the sole purpose of traffic safety. The number of traffic citations issued in 2024 was consistent with the number of traffic citations in 2023. The data shows there were 1,294 traffic citations, 590 parking citations, and 167 traffic warnings issued in 2024. Between January and December of 2023, there were 1,258 traffic citations, 630 parking citations, and 187 traffic warnings issued. The National City Police Department traffic unit was solely responsible for about 60% of all citations during the calendar year 2024.

Define the target population the grant intends to serve and how they are affected by the problem(s). National City has a population of about 56,000 residents with a daytime population of about 80,000. Of the 56,000 residents approximately 66% are Hispanic. National City also has a large Asian and Pacific Island population (20.3%). The remainder of the population break down is 8% white non-Hispanic, 4% African American and about 1.7% Native Indian. This information was obtained from the 2020 Census. This population is affected by US naval personal traveling through National City from the Navy housing located just east of town to the 32nd Street Naval base. Driver's traveling through National City to the Navy base often travel at a speed to fast for roadway conditions and also speed through school zones when children are walking to school in the morning and afternoon. The population is also effected by parents dropping their children off at that many schools in National City as well as numerous under age driver's from the local High School driving on the roads. The parents themselves tend to speed through school zones, Double Park, block traffic and drive with children not properly seat belted or restrained. The students drive at unsafe speeds, fail to stop for stop sign and red signal lights and use their phones while driving. National City also has a large homeless population that has been the cause of many of our fatal and major injury vehicle versus pedestrian crashes. These crashes often happen during evening, nighttime and early morning hours and involve homeless individuals who are often times intoxicated or under the influence of drugs and walking into traffic or walking in the roadway.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic crashes.
2. Reduce the number of persons injured in traffic crashes.
3. Reduce the number of pedestrians killed in traffic crashes.
4. Reduce the number of pedestrians injured in traffic crashes.
5. Reduce the number of bicyclists killed in traffic crashes.
6. Reduce the number of bicyclists injured in traffic crashes.
7. Reduce the number of persons killed in alcohol-involved crashes.
8. Reduce the number of persons injured in alcohol-involved crashes.
9. Reduce the number of persons killed in drug-involved crashes.
10. Reduce the number of persons injured in drug-involved crashes.
11. Reduce the number of persons killed in alcohol/drug combo-involved crashes.
12. Reduce the number of persons injured in alcohol/drug combo-involved crashes.
13. Reduce the number of motorcyclists killed in traffic crashes.
14. Reduce the number of motorcyclists injured in traffic crashes.
15. Reduce hit & run fatal crashes.
16. Reduce hit & run injury crashes.
17. Reduce nighttime (2100 - 0259 hours) fatal crashes.
18. Reduce nighttime (2100 - 0259 hours) injury crashes.

B. Objectives:	Target Number
1. Issue a news release announcing the kick-off of the grant by December 31st. The kick-off news releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 7 days prior to the issuance date of the release.	1
2. Participate and report data (as required) in the following campaigns; Quarter 1: National Pedestrian Safety Month, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization; Quarter 3: National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization; Quarter 4: National Speed Prevention Campaigns, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	12
3. Develop (by December 31) and/or maintain a "DUI BOLO" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated DUI BOLOs should be distributed to patrol and traffic officers monthly.	12
4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	3
5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	3
6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training (classroom and field training must be completed).	1
7. Send law enforcement personnel to the DRE Recertification training.	1
8. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	6

9. Conduct DUI Saturation Patrol operation(s).	20
10. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	6
11. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	9
12. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	2
13. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	1
14. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	2
15. Participate in highly visible collaborative DUI Enforcement operations.	1
16. Send law enforcement personnel to DUI Checkpoint Planning and Management training.	2

3. METHOD OF PROCEDURE

A. **Phase 1 – Program Preparation (1st Quarter of Grant Year)**

- The department will develop operational plans to implement the "best practice" strategies outlined in the objectives section.
- Conduct all training needed to implement the program, in the first quarter.
- Purchase all grant related supplies and materials to implement the program, in the first quarter.
- Items with a unit cost of $5,000 more (including tax and shipping) must comply with Buy America.
- In order to develop/maintain the "DUI BOLOs," research will be conducted to identify the "worst of the worst" repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The DUI BOLO may include the driver's name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. DUI BOLOs should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high crash locations.

Media Requirements

Issue a news release approved by the OTS PIO announcing the kick-off of the grant by December 31 and after the grant is signed and executed, but no sooner than October 1, the start of the grant year. The kick-off release must be approved by the OTS PIO. If you are unable to meet the December 31 deadline to issue a kick-off press release, communicate reasons to your OTS grant coordinator and OTS PIO.

B. **Phase 2 – Program Operations (Throughout Grant Year)**

Media Requirements

The following requirements are for all grant-related activities:

- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Send all PowerPoint presentations, online presentations and trainings for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator. Certified training courses are EXEMPT from the approval process.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the OTS grant coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, news releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator when any

material is distributed to the media and public, such as a news release, educational material, or link to social media post.

- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS grant coordinator.
- News releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are EXEMPT from the OTS PIO approval process. The OTS PIO and your OTS grant coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are EXEMPT from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your OTS grant coordinator with the embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult the OTS PIO and copy your OTS grant coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS grant coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.
- Any news releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received OTS PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- For additional guidance, refer to the OTS Grants Materials Approval Process Guidelines and OTS Grants Media Approval Process FAQs on the OTS website.
- Contact the OTS PIO or your OTS grant coordinator for consultation when changes from any of the above requirements might be warranted.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

1. Prepare and submit grant claim invoices (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)

- Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.

- Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
- Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
405e DDL-26	20.616	Distracted Driving Laws	$15,000.00
402PT-26	20.600	State and Community Highway Safety	$40,000.00
164AL-26	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	$100,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
Straight Time				$0.00
Overtime				
DUI/DL Checkpoints	164AL-26	$8,500.00	6	$51,000.00
DUI Saturation Patrols	164AL-26	$1,650.00	20	$33,000.00
Collaborative DUI Enforcement	164AL-26	$1,000.00	1	$1,000.00
Benefits-164OT @ 11.18%	164AL-26	$94,000.00	1	$10,509.00
Traffic Enforcement	402PT-26	$1,500.00	6	$9,000.00
Motorcycle Safety Enforcement	402PT-26	$1,500.00	2	$3,000.00
Pedestrian and Bicycle Enforcement	402PT-26	$1,500.00	1	$1,500.00
Benefits-402OT@11.18%	402PT-26	$18,500.00	1	$2,068.00
Distracted Driving Enforcement	405e DDL-26	$1,499.00	9	$13,491.00
Benefits-405eOT @11.18%	405e DDL-26	$13,500.00	1	$1,509.00
Category Sub-Total				$126,077.00
B. TRAVEL EXPENSES				
In State Travel	402PT-26	$4,432.00	1	$4,432.00
				$0.00
Category Sub-Total				$4,432.00
C. CONTRACTUAL SERVICES				
				$0.00
Category Sub-Total				$0.00
D. EQUIPMENT				
Changeable Message Sign Trailer with Radar	402PT-26	$20,000.00	1	$20,000.00
Category Sub-Total				$20,000.00
E. OTHER DIRECT COSTS				
DUI Checkpoint Supplies	164AL-26	$4,491.00	1	$4,491.00
Category Sub-Total				$4,491.00
F. INDIRECT COSTS				
				$0.00
Category Sub-Total				$0.00
GRANT TOTAL				**$155,000.00**

BUDGET NARRATIVE
PERSONNEL COSTS
DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel
Benefits-164OT @ 11.18% - Benefits breakdown: Medicare - 1.45% Workers Comp - 9.73% Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.
Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Motorcycle Safety Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Benefits-402OT@11.18% - Benefits breakdown: Medicare - 1.45% Workers Comp - 9.73% Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.
Distracted Driving Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Benefits-405eOT @11.18% - Benefits breakdown: Medicare - 1.45% Workers Comp - 9.73% Claimed amounts must reflect actual benefit costs for overtime hours charged to the grant.
TRAVEL EXPENSES
In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the OTS Traffic Safety Law Enforcement Forum. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.
CONTRACTUAL SERVICES
-
EQUIPMENT
Changeable Message Sign Trailer with Radar-Fully equipped changeable message sign trailer(s) with a radar device and digital display that is portable and fully programmable and will determine and display the speed of vehicles or post traffic safety information and messages during OTS funded operations.
OTHER DIRECT COSTS
DUI Checkpoint Supplies - On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS Device Supplies, PAS Calibration Supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives here under.

Benefits for personnel costs can only be applied to straight time or overtime hours charged to the grant.

Appendix A to Part 1300—Certifications and Assurances for Highway Safety Grants (23 U.S.C. Chapter 4 or Section 1906, Public Law 109-59, as amended by Section 25024, Public Law 117-58)

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies, and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended;
- Sec. 1906, Public Law 109-59, as amended by Sec. 25024, Public Law 117-58;
- 23 CFR part 1300—Uniform Procedures for State Highway Safety Grant Programs;
- 2 CFR part 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- 2 CFR part 1201—Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

NONDISCRIMINATION
(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- *Title VI of the Civil Rights Act of 1964* (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- *49 CFR part 21* (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- *28 CFR 50.3* (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- *The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970,* (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- *Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972,* as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- *Section 504 of the Rehabilitation Act of 1973,* (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- *The Age Discrimination Act of 1975,* as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- *The Civil Rights Restoration Act of 1987*, (Pub. L. 100-209), (broadens scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the
Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- *Titles II and III of the Americans with Disabilities Act* (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:
   "The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT order 1050.2A) [1] in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
   a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
   b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the

form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
    a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
    b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub- grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

The Subgrantee will provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace, and specifying the actions that will be taken against employees for violation of such prohibition;
b. Establishing a drug-free awareness program to inform employees about:
    1. The dangers of drug abuse in the workplace;
    2. The grantee's policy of maintaining a drug-free workplace;
    3. Any available drug counseling, rehabilitation, and employee assistance programs;
    4. The penalties that may be imposed upon employees for drug violations occurring in the workplace;
    5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
    1. Abide by the terms of the statement;
    2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted—
    1. Taking appropriate personnel action against such an employee, up to and including termination;
    2. Requiring such employee to participate satisfactorily in a drug abuse assistance or

rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

POLITICAL ACTIVITY (HATCH ACT)
(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING
(applies to subrecipients as well as States)

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31,
U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

RESTRICTION ON STATE LOBBYING
(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (*e.g.,* "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION
(applies to subrecipients as well as States)

INSTRUCTIONS FOR PRIMARY TIER PARTICIPANT CERTIFICATION (STATES)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded,** as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website
(*https://www.sam.gov/*).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate the transaction for cause or default.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS—PRIMARY TIER COVERED TRANSACTIONS

1. The prospective primary tier participant certifies to the best of its knowledge and belief, that it and

its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

INSTRUCTIONS FOR LOWER TIER PARTICIPANT CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded,** as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website
(https://www.sam.gov/).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of

records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION—LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA
(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

CERTIFICATION ON CONFLICT OF INTEREST
(applies to subrecipients as well as States)

GENERAL REQUIREMENTS
No employee, officer, or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.
    a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.
    b. The code or standards shall establish penalties, sanctions, or other disciplinary actions for violations, as permitted by State or local law or regulations.
2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

DISCLOSURE REQUIREMENTS

No State or its subrecipient, including its officers, employees, or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in
organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.
2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may (a) terminate the award, or (b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.
3. Conflicts of interest that require disclosure include all past, present, or currently planned organizational, financial, contractual, or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor, and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE
(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS	
Grant Number:	PT26055
Agency Name:	National City Police Department
Grant Title:	Selective Traffic Enforcement Program (STEP)
Agreement Total:	$155,000.00
Authorizing Official:	Alejandro Hernandez
Fiscal Official:	Arnold Ocana
Grant Director:	Michael Shanahan

CURRENT GEMS USER(S)

1. Ronald Gutlay
Title: Management Analyst II
Phone: (619) 336-4517
Email: rgutlay@nationalcityca.gov
Media Contact: No

2. Miguel Lozano
Title: Police Officer
Phone: (619) 336-4419
Email: mlozano@nationalcityca.gov
Media Contact: Yes

3. Michael Shanahan
Title: Traffic Sergeant
Phone: (619) 336-4543
Email: mshanahan@nationalcityca.gov
Media Contact: Yes

Complete the below information if adding, removing or editing a GEMS user(s)

GEMS User 1 Add/Change ☐ Remove Access ☐	Add as a media contact? Yes ☐ No ☐
Name	Job Title
Email address	Phone number
GEMS User 2 Add/Change ☐ Remove Access ☐	Add as a media contact? Yes ☐ No ☐
Name	Job Title
Email address	Phone number
GEMS User 3 Add/Change ☐ Remove Access ☐	Add as a media contact? Yes ☐ No ☐
Name	Job Title
Email address	Phone number
GEMS User 4 Add/Change ☑ Remove Access ☐	Add as a media contact? Yes ☐ No ☐
William Phillips Jr.	Police Corporal
Name	Job Title
wphillipsjr@nationalcityca.gov	6193364438
Email address	Phone number
GEMS User 5 Add/Change ☐ Remove Access ☐	Add as a media contact? Yes ☐ No ☐
Name	Job Title
Email address	Phone number
Form completed by: Michael Shanahan (Sep 22, 2025 14:24:32 PDT)	Date: Sep 22, 2025

As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.

Michael Shanahan (Sep 22, 2025 14:26:03 PDT)	Michael Shanahan
Signature	Name
Sep 22, 2025	Grant Director
Date	Title

Grant Agreement - PT26055

Final Audit Report 2025-10-08

Created:	2025-09-22
By:	Jim Owens (jim.owens@ots.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAgeiw3_jUXzl8LuqsBAyBUJONJYiWLcmD

"Grant Agreement - PT26055" History

Document created by Jim Owens (jim.owens@ots.ca.gov)
2025-09-22 - 5:16:09 PM GMT

Document emailed to mshanahan@nationalcityca.gov for signature
2025-09-22 - 5:16:17 PM GMT

Email viewed by mshanahan@nationalcityca.gov
2025-09-22 - 9:13:14 PM GMT

Signer mshanahan@nationalcityca.gov entered name at signing as Michael Shanahan
2025-09-22 - 9:24:30 PM GMT

Document e-signed by Michael Shanahan (mshanahan@nationalcityca.gov)
Signature Date: 2025-09-22 - 9:24:32 PM GMT - Time Source: server

Document emailed to mshanahan@nationalcityca.gov for signature
2025-09-22 - 9:24:34 PM GMT

Email viewed by mshanahan@nationalcityca.gov
2025-09-22 - 9:25:19 PM GMT

Signer mshanahan@nationalcityca.gov entered name at signing as Michael Shanahan
2025-09-22 - 9:26:01 PM GMT

Document e-signed by Michael Shanahan (mshanahan@nationalcityca.gov)
Signature Date: 2025-09-22 - 9:26:03 PM GMT - Time Source: server

Document emailed to Arnold Ocana (aocana@nationalcityca.gov) for signature
2025-09-22 - 9:26:05 PM GMT

Email viewed by Arnold Ocana (aocana@nationalcityca.gov)
2025-10-07 - 2:21:05 PM GMT

OTS TRAFFIC SAFETY | Powered by Adobe Acrobat Sign

Document e-signed by Arnold Ocana (aocana@nationalcityca.gov)
Signature Date: 2025-10-07 - 2:22:07 PM GMT - Time Source: server

Document emailed to ahernandez@nationalcityca.gov for signature
2025-10-07 - 2:22:09 PM GMT

Email viewed by ahernandez@nationalcityca.gov
2025-10-08 - 1:54:24 AM GMT

Signer ahernandez@nationalcityca.gov entered name at signing as Alejandro Hernandez
2025-10-08 - 2:07:22 AM GMT

Document e-signed by Alejandro Hernandez (ahernandez@nationalcityca.gov)
Signature Date: 2025-10-08 - 2:07:24 AM GMT - Time Source: server

Document emailed to Carolyn Vu (Carolyn.Vu@ots.ca.gov) for signature
2025-10-08 - 2:07:26 AM GMT

Email viewed by Carolyn Vu (Carolyn.Vu@ots.ca.gov)
2025-10-08 - 3:05:10 PM GMT

Document e-signed by Carolyn Vu (Carolyn.Vu@ots.ca.gov)
Signature Date: 2025-10-08 - 3:05:22 PM GMT - Time Source: server

Document emailed to Stephanie Dougherty (stephanie.dougherty@ots.ca.gov) for signature
2025-10-08 - 3:05:24 PM GMT

Email viewed by Stephanie Dougherty (stephanie.dougherty@ots.ca.gov)
2025-10-08 - 3:05:30 PM GMT

Document e-signed by Stephanie Dougherty (stephanie.dougherty@ots.ca.gov)
Signature Date: 2025-10-08 - 4:10:06 PM GMT - Time Source: server

Agreement completed.
2025-10-08 - 4:10:06 PM GMT

OTS TRAFFIC SAFETY | Powered by Adobe Acrobat Sign

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, AUTHORIZING THE ACCEPTANCE OF THE 2026 OFFICE OF TRAFFIC SAFETY SELECTIVE TRAFFIC ENFORCEMENT PROGRAM GRANT IN THE AMOUNT OF $155,000 AND AUTHORIZING THE ESTABLISHMENT OF AN APPROPRIATION AND CORRESPONDING REVENUE BUDGET IN THE AMOUNT OF $155,000.

WHEREAS, the National City Police Department ("NCPD") submitted an application to the Office of Traffic Safety ("OTS") for consideration for a Selective Traffic Enforcement Program ("STEP") grant; and

WHEREAS, OTS awarded NCPD a STEP grant in the amount of $155,000; and

WHEREAS, the purpose of the STEP grant is to implement programs to reduce the number of persons killed or injured in traffic collisions and alcohol related accidents; and

WHEREAS, the STEP grant funds will be used to fund operations such as DUI/Driver's License checkpoints, DUI saturation patrols and other enforcement operations relating to speed and red light violations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the acceptance of the Selective Traffic Enforcement Program grant, grant number PT26055, from the Office of Traffic Safety in the amount of $155,000.

Section 2: That the City Council authorizes the establishment of an appropriation and a corresponding revenue budget in the amount of $155,000.00 in the Police Department Grants Fund.

Section 3: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

Exhibit E

CITY OF NATIONAL CITY
OTS Grant PT26055
FY2026
10/1/2025-09/30/2026

EDEN:

ACCOUNT NUMBER	Description	Award
	OTS Grant PT26055	
290-11692-3498	Other Federal Grants-STEP	**155,000.00**
290-411-692-102-2600	Overtime	14,002.52
290-411-692-140-2600	Workers' Compensation @ 9.73%	1,362.45
290-411-692-161-2600	Medicare @ 1.45%	203.04
290-411-692-258-2600	Travel & Subsistence	4,432.00
290-411-692-511-2600	Automotive Equipment	20,000.00
		40,000.00
290-411-692-102-2608	Overtime	85,904.84
290-411-692-140-2608	Workers' Compensation @ 9.73%	8,358.54
290-411-692-161-2608	Medicare @ 1.45%	1,245.62
290-411-692-399-2608	Material & Supplies	4,491.00
		100,000.00
290-411-692-102-2616	Overtime	13,491.64
290-411-692-140-2616	Workers' Compensation @ 9.73%	1,312.74
290-411-692-161-2616	Medicare @ 1.45%	195.63
		15,000.00
	Grant Total	**155,000.00**
		0.00

MUNIS:

ACCOUNT NUMBER	Description	Award
	OTS Grant PT26055	
290-70-21-21727-3498-	Other Federal Grants-STEP	**155,000.00**
290-70-21-21727-6102-2600	Overtime	14,002.52
290-70-21-21727-6140-2600	Workers' Compensation @ 9.73%	1,362.45
290-70-21-21727-6161-2600	Medicare @ 1.45%	203.04
290-70-21-21727-7258-2600	Travel & Subsistence	4,432.00
290-70-21-21727-7511-2600	Automotive Equipment	20,000.00
		40,000.00
290-70-21-21727-6102-2608	Overtime	85,904.84
290-70-21-21727-6140-2608	Workers' Compensation @ 9.73%	8,358.54
290-70-21-21727-6161-2608	Medicare @ 1.45%	1,245.62

CITY OF NATIONAL CITY
OTS Grant PT26055
FY2026
10/1/2025-09/30/2026

MUNIS:

ACCOUNT NUMBER	Description	Award
290-70-21-21727-7399-2608	Material & Supplies	4,491.00
		100,000.00
290-70-21-21727-6102-2616	Overtime	13,491.64
290-70-21-21727-6140-2616	Workers' Compensation @ 9.73%	1,312.74
290-70-21-21727-6161-2616	Medicare @ 1.45%	195.63
		15,000.00
	Grant Total	**155,000.00**

AGENDA REPORT

Department: **Finance**
Prepared by: **Karla Apalategui, Sr. Accounting Assistant**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Warrant Register No. 13 for the Period of 9/19/25 through 9/25/25 in the Amount of $3,511,912.75

RECOMMENDATION:
Ratify Warrants Totaling $3,511,912.75.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
Per Government Section Code 37208, below are the payments issued for the period of 9/19/25 – 9/25/25. Consistent with the Department of Finance's practice, listed below are all payments above $50,000.

Vendor	Check/Wire	Amount	Explanation
County of San Diego	376014	78,914.25	FY24-25 Maint of Sweetwater River Channel
AP Gen Corp	1001017	317,558.81	CIP 24-13 Las Palmas Park Improvements
Haaker Equip Co	1001021	296,007.71	PW Street & Wastewater Camera Van
Metrocell Const	1001026	51,300.00	CIP 22-25 8th St Mobility HUB for Franc
Metrocell Const	1001026	170,857.50	CIP 22-25 8th St Mobility HUB for Franc
Health Net Inc	1001024	63,567.80	Grp# R1192A City of National City – Oct '25
Public Emp Retirement	252670172	364,997.32	Service Period 9/2/2025 – 9/15/2025

FINANCIAL STATEMENT:
Warrant Register Total $3,511,912.75

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBIT:
Exhibit A – FY26 Warrant Register No. 13

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
A/P PAYMENTS				
Building				
DIARTE, JUAN MANUEL	REFUND POR OF INSPECTION FEES FOR CANCE	376019	9/25/2025	4.45
DIARTE, JUAN MANUEL	REFUND POR OF INSPECTION FEES FOR CANCE	376019	9/25/2025	547.80
DIARTE, JUAN MANUEL	REFUND POR OF INSPECTION FEES FOR CANCE	376019	9/25/2025	1,497.76
SUNRUN INSTALLATION	REFUND PORTION OF PERMIT FEES FOR CANCE	376052	9/25/2025	133.80
SUNRUN INSTALLATION	REFUND PORTION OF PERMIT FEES FOR CANCE	376053	9/25/2025	133.80
SUNRUN INSTALLATION	REFUND PORTION OF PERMIT FEES FOR CANCE	376054	9/25/2025	133.80
			Total for Building	**2,451.41**
City Atty				
CEB	WESTLAW SERVICES FOR CAO	376008	9/25/2025	533.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR MARTIN MATTER	376028	9/25/2025	662.98
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR DELGADO MATTER	376028	9/25/2025	22,255.48
			Total for City Atty	**23,451.46**
City Mgr				
KOSMONT & ASSOCIATES	REAL ESTATE ADVISORY SERVICES	376032	9/25/2025	2,772.90
			Total for City Mgr	**2,772.90**
Clerk				
CIVICPLUS, LLC	MUNICODE CODIFICATION	376010	9/25/2025	4,505.69
CORODATA RECORDS	OFF SITE RECORD STORAGE	376012	9/25/2025	58.30
CORODATA RECORDS	OFF SITE RECORD STORAGE	376012	9/25/2025	58.30
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	66.63
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	166.56
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	112.75
INTEGRITY NEWSPAPERS	PUBLIC NOTICING	376030	9/25/2025	105.06
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	107.63
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	107.63
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	110.19
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	58.94
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	128.13
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	151.19
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	158.88
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	161.44
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	56.38
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	79.44
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	82.00
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	82.00
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	110.19
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	125.56
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	128.13
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	140.94

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
INTEGRITY NEWSPAPERS	PUBLIC HEARING NOTICING	376030	9/25/2025	138.38
THE EPOCH TIMES	2024 ELECTION PUBLIC NOTICING (CHINESE)	376056	9/25/2025	220.00
THE EPOCH TIMES	2024 ELECTION NOTICING (CHINES)	376056	9/25/2025	310.00
VILLALPANDO, LETICIA	REFUND TO PASSPORT APPLICANT	376062	9/25/2025	35.00
			Total for Clerk	**7,565.34**
Comm Svcs				
CHAVEZ, TRICIA	RFW-REFUND LAS PALMAS POOL LEVEL 2 OTTEI	376009	9/25/2025	35.00
CHAVEZ, TRICIA	RFW-REFUND LAS PALMAS POOL LEVEL 2 OTTEI	376009	9/25/2025	55.00
ELIZABETH D. SARMIEN	RFW-CONTRACT INSTRUCTOR MONTHLY PAYMT	376022	9/25/2025	97.30
GUERRERO, FEDERICO	RFW-CONTRACT INST QUARTERLY PAYMENT GF	376027	9/25/2025	6,451.20
PEIRCE, DENISSE	RFW-CONTRACT INSTRUCTOR MONTHLY PYMNT	376040	9/25/2025	378.00
REINKE, JOSEPH	CAMACHO FALL DANCE CAMP SUPPLIES/CSD	376044	9/25/2025	4,599.14
SANCHEZ MAYO, LESTER	RFW-CONTRACT INSTRUCTOR BASKETBALL CLA	376047	9/25/2025	2,310.00
SMART & FINAL	MOP 45756 SNACKS FOR CASA YOUTH PROGRAI	376050	9/25/2025	168.27
SMART & FINAL	MOP 45756 CAMACHO DANCE CAMP SUPPLIES/C	376050	9/25/2025	106.14
ULINE	SPECIAL EVENTS STORAGE AND SECURITY CAR	376060	9/25/2025	2,087.99
			Total for Comm Svcs	**16,288.04**
Council				
GONZALEZ, DANIEL	REIMBURSEMENT FOR MATERIAL & SUPLS - EMF	376025	9/25/2025	72.71
			Total for Council	**72.71**
Eng/PW				
COSCO FIRE PROTECTIO	CIP 24-16 FIRE SERVICE BACKFLOW PREVENTEF	376013	9/25/2025	18,428.76
COUNTY OF SAN DIEGO	FY24-25- MAINT OF SWEETWATER RIVER CHANN	376014	9/25/2025	78,914.25
GEOSYNTEC CONSULTANT	PROPOSAL ENCAMPMENT CLEAUP - 8TH STREET	376024	9/25/2025	3,825.00
HOME DEPOT CREDIT SE	BUILDING SUPPLIES FY26-PW/FAC	376029	9/25/2025	64.16
HOME DEPOT CREDIT SE	BUILDING SUPPLIES FY26-PW/FAC	376029	9/25/2025	433.83
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	104.70
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	110.83
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	194.77
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	208.25
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	167.45
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	197.25
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	265.58
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	250.84
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	49.96
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	73.86
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	92.88
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376041	9/25/2025	143.57
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/FAC	376043	9/25/2025	28.75
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/FAC	376043	9/25/2025	45.11
SAN DIEGO GAS & ELEC	GAS AND ELECTRICITY FOR FACILITIES SEPT FY	376046	9/25/2025	629.23

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
SWEETWATER AUTHORITY	WATER SERVICE FOR FACILITIES JUL-SEPT FY26	376055	9/25/2025	127.62
SWEETWATER AUTHORITY	WATER SERVICE FOR FACILITIES JUL-SEPT FY26	376055	9/25/2025	178.57
SWEETWATER AUTHORITY	WATER SERVICE FOR FACILITIES JUL-SEPT FY26	376055	9/25/2025	339.36
SWEETWATER AUTHORITY	WATER SERVICE FOR FACILITIES JUL-SEPT FY26	376055	9/25/2025	463.74
SWEETWATER AUTHORITY	WATER SERVICE FOR FACILITIES JUL-SEPT FY26	376055	9/25/2025	759.01
WINSUPPLY SOUTH BAY	PLUMBING SUPPLIES FY26-PW/FAC	376063	9/25/2025	112.15
			Total for Eng/PW	**106,209.48**
Fire				
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	7.57
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	171.18
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	68.48
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	35.88
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	418.33
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	42.53
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	86.76
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	68.36
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	51.15
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	266.00
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	10.00
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	206.41
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	376001	9/25/2025	108.64
AMEDEE, WALTER	MILEAGE REIMBURSMNT, TSUNAMI ADVISORY O.	376002	9/25/2025	23.80
AT&T	MONTHLY PHONE SERVICES FOR DISPATCHED E	376003	9/25/2025	401.02
BETTER CHOICE COSTUM	JR FIRE HAT DISCOUNTED BULK RATE FROM $1.	376005	9/25/2025	2,050.97
BOGLE, JEFFREY W	TRAVEL EXPNSE REIMBRSMENT, CONT CHALLEN	376006	9/25/2025	539.37
DAY WIRELESS SYSTEMS	RADIO REPAIR, 2152 TECH / SN:756CVK0626	376016	9/25/2025	912.00
FASTSIGNS	DATE PATCH "11TH" - FIRE PREVENTION	376023	9/25/2025	54.38
PRO BUILD COMPANY	MOP#4507, 3/4 FEMALE HOSE FOR PROJECTS ST	376041	9/25/2025	45.83
PRO BUILD COMPANY	MOP#45707, BANNER HOOOKS	376041	9/25/2025	17.57
PRUDENTIAL OVERALL S	MOP#45742, 18X18 PURPLE SHOP TOWEL	376043	9/25/2025	25.00
ULINE	SHARPS CONTAINER	376060	9/25/2025	62.12
			Total for Fire	**5,673.35**
HR				
AETNA BEHAVIORAL HEA	EMPLOYEE ASSISTANCE PROGRAM - OCT. 2025	375998	9/25/2025	825.60
LASER SAVER INC	MOP #45725/HR/OFFICE SUPPLIES	376033	9/25/2025	326.14
SOUTH BAY SHREEDDING	SHREDDING SERVICES FOR AUGUST 2025	376051	9/25/2025	37.00
			Total for HR	**1,188.74**
IT				
AIR GAP LABS LLC	FORTINET RENEWAL	376000	9/25/2025	55.06
AIR GAP LABS LLC	FORTINET RENEWAL	376000	9/25/2025	20,661.60
GOVCONNECTION INC	MICROSOFT OFFICE 365 SUBSCRIPTION FY26	376026	9/25/2025	26,360.00

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
LASER SAVER INC	LASER SAVER FY26 PRINTER CONSUMABLES	376033	9/25/2025	1,806.16
LASER SAVER INC	LASER SAVER FY26 PRINTER CONSUMABLES	376033	9/25/2025	1,440.67
MOBILE WIRELESS LLC	NETMOTION ANNUAL RENEWAL	376036	9/25/2025	11,275.00
MOTOROLA SOLUTIONS I	MOTOROLA COMMERCIAL DATA SUBSCRIPTION	376038	9/25/2025	11,700.00
			Total for IT	**73,298.49**
Library				
BAKER & TAYLOR	BAKER AND TAYLOR- 11 BOOKS	376004	9/25/2025	212.98
BAKER & TAYLOR	BAKER AND TAYLOR- 4 BOOKS	376004	9/25/2025	81.48
BAKER & TAYLOR	BAKER AND TAYLOR- 25 BOOKS	376004	9/25/2025	330.89
BAKER & TAYLOR	BAKER AND TAYLOR- 1 JUV BOOK	376004	9/25/2025	8.26
BAKER & TAYLOR	BAKER AND TAYLOR- 4 JUV BOOKS	376004	9/25/2025	23.66
BAKER & TAYLOR	BAKER AND TAYLOR- 6 JUV BOOKS	376004	9/25/2025	89.19
BAKER & TAYLOR	BAKER AND TAYLOR- 12 JUV BOOKS	376004	9/25/2025	138.92
BAKER & TAYLOR	BAKER AND TAYLOR- 15 JUV BOOKS	376004	9/25/2025	187.67
DEMCO INC	DEMCO- LABELS AND BOOK SUPPLIES	376017	9/25/2025	1,023.94
EBSCO INFORMATION SE	RFW- EBSCO, SUBSCRIPTION RENEWAL, ONLINE	376021	9/25/2025	20,503.00
MIDWEST TAPE, LLC	MIDWEST TAPE- FREAKY TALES, WALL-E	376035	9/25/2025	53.71
MIDWEST TAPE, LLC	MIDWEST TAPE- 4 DVDS	376035	9/25/2025	117.04
MIDWEST TAPE, LLC	MIDWEST TAPE- THIRSTY	376035	9/25/2025	185.88
MIDWEST TAPE, LLC	MIDWEST TAPE- 9 DVDS	376035	9/25/2025	266.26
MIDWEST TAPE, LLC	MIDWEST TAPE- 12 DVDS	376035	9/25/2025	269.95
MIDWEST TAPE, LLC	MIDWEST TAPE- MATLOCK SEASON 1 DVD	376035	9/25/2025	35.64
MIDWEST TAPE, LLC	MIDWEST TAPE- ARCANE DVD	376035	9/25/2025	40.54
MIDWEST TAPE, LLC	MIDWEST TAPE- 2 DVDS	376035	9/25/2025	50.90
MIDWEST TAPE, LLC	MIDWEST TAPE- 3 DVDS	376035	9/25/2025	81.64
MYTURN COM PBC	RFW- MY TURN, SUBSCRIPTION RENEWAL	376039	9/25/2025	1,080.00
			Total for Library	**24,781.55**
Neigh Svcs				
QUALITY INSTANT PRIN	QUALITY INSTANT PRINTING NSD CLEAN UP POS	375997	9/22/2025	1,000.50
QUALITY INSTANT PRIN	QUALITY INSTANT PRINTING NSD CLEAN UP POS	375997	9/22/2025	1,371.34
CDWG	MDC LAPTOPS PARKING	376007	9/25/2025	3,915.85
COMCATE SOFTWARE,INC	CODE SOFTWARE PROGRAM	376011	9/25/2025	12,959.00
CPPA	CMPA PARKING CONFERENCE MOATS	376015	9/25/2025	625.00
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376041	9/25/2025	70.02
PRUDENTIAL OVERALL S	MOP 45742 LAUDRY SVC	376042	9/25/2025	28.58
PRUDENTIAL OVERALL S	MOP 45742 LAUDRY SVC	376042	9/25/2025	28.58
THE SHERWIN WILLIAMS	PAINT SPRAYER/SHERWIN WILLIAMS	376058	9/25/2025	1,740.00
			Total for Neigh Svcs	**21,738.87**
Nutrition				
AIR EXHAUST CORP CO	KITCHEN EQUIPMENT SERVICE AND MAINTENAN	375999	9/25/2025	1,790.00
AIR EXHAUST CORP CO	KITCHEN EQUIPMENT SERVICE AND MAINTENAN	375999	9/25/2025	72.00

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AIR EXHAUST CORP CO	KITCHEN EXHAUST CLEANING SERVICE	375999	9/25/2025	72.00
SDG&E	GAS AND ELECTRIC FOR FY26	376048	9/25/2025	476.82
SDG&E	GAS AND ELECTRIC FOR FY26	376048	9/25/2025	3,207.80
SDG&E	GAS AND ELECTRIC FOR FY26	376048	9/25/2025	511.33
SDG&E	GAS AND ELECTRIC FOR FY26	376048	9/25/2025	4,362.22
THE LLOYD PEST CONTR	PEST CONTROL FOR MONTH OF AUGUST 2025	376057	9/25/2025	162.00
			Total for Nutrition	**10,654.17**
Planning				
INTEGRITY NEWSPAPERS	AD#00153353 2023-03 PC	376031	9/25/2025	166.56
			Total for Planning	**166.56**
Police				
DEPT OF JUSTICE	DOJ FINGERPRINTING FOR FY 2026 / AUG	376018	9/25/2025	64.00
DOGTEAMPRO INC	ANNUAL SUBSCRIPTION	376020	9/25/2025	1,199.00
MAN K9 INC	MONTHLY POST MANDATED K9 TRAINING FY 202	376034	9/25/2025	2,160.00
MOTOPORT	MOTOPORT UNIFORM AIR MESH TROUSERS	376037	9/25/2025	3,414.75
SAKAMOTO, CHAD	REIM: CSAKAMOTO - 2025 THREAT MANAGEMEN	376045	9/25/2025	600.76
SHRED-IT	ONE-TIME BULK SHRED SERVICE	376049	9/25/2025	659.00
THOMSON REUTERS	INVESTIGATIVE SERVICE FOR DETECTIVES FY 2(	376059	9/25/2025	799.21
VERIZON WIRELESS	PLU W/O SURVEILLANCE FOR INVESTIGATIONS	376061	9/25/2025	150.00
			Total for Police	**9,046.72**
			A/P PAYMENTS Total	**305,359.79**
EFT PAYMENTS				
City Mgr				
LIEBERT CASSIDY WHI	LEGAL SERVICES FOR LABOR NEGOT POA	1001025	9/19/2025	6,032.50
LIEBERT CASSIDY WHI	LEGAL SERVICES FOR LABOR NEGOT FFA	1001025	9/19/2025	10,782.50
STAPLES BUSINESS ADV	MOP#45704 - FURNITURE FOR WORK PLACE IMF	1001030	9/19/2025	220.75
STAPLES BUSINESS ADV	MOP# 45704 - FURNITURE FOR WORK PLACE IMF	1001030	9/19/2025	709.91
			Total for City Mgr	**17,745.66**
Clerk				
STAPLES BUSINESS ADV	OFFICE SUPPLIES	1001030	9/19/2025	47.65
STAPLES BUSINESS ADV	OFFICE SUPPLIES	1001030	9/19/2025	127.76
			Total for Clerk	**175.41**
Eng/PW				
AP GENERAL CORPORATI	CIP 24-13 LAS PALMAS PARK IMPROVEMENTS	1001017	9/19/2025	317,558.81
CIRCUIT TRANSIT INC	SPECIALIZED SERVICES FOR CLEAN MOBILITY	1001018	9/19/2025	26,604.50
DANIELS TIRE SERVICE	TIRES FOR CITY FLEET FY26-PW/EQM	1001019	9/19/2025	65.06
DANIELS TIRE SERVICE	TIRES FOR CITY FLEET FY26-PW/EQM	1001019	9/19/2025	587.80
DANIELS TIRE SERVICE	TIRES FOR CITY FLEET FY26-PW/EQM	1001019	9/19/2025	1,000.76
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001020	9/19/2025	504.69
HAAKER EQUIPMENT COM	PW STREET & WASTEWATER CAMERA VAN	1001021	9/19/2025	296,007.71
HASA INC	CHEMICALS FOR MUNICIPAL POOL FY26-PW/FAC	1001023	9/19/2025	905.23

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
METROCELL CONSTRUCTI	CIP 22-25 8TH ST MOBILITY HUB FOR THE FRANC	1001026	9/19/2025	51,300.00
METROCELL CONSTRUCTI	CIP 22-25 8TH ST MOBILITY HUB FOR THE FRANC	1001026	9/19/2025	170,857.50
NATIONAL CITY TROPHY	MOP 66556 NAME PLATE FY26-PW/FAC	1001027	9/19/2025	47.52
T MAN TRAFFIC SUPPLY	MOP 76666 TRAFFIC SUPPLIES FY26-PW/STS	1001032	9/19/2025	486.64
T MAN TRAFFIC SUPPLY	MOP 76666 TRAFFIC SUPPLIES FY26-PW/STS	1001032	9/19/2025	495.95
T MAN TRAFFIC SUPPLY	MOP 76666 TRAFFIC SUPPLIES FY26-PW/STS	1001032	9/19/2025	300.99
VISTA PAINT	MOP 68834 PAINT SUPPLIES FY26-PW/FAC	1001033	9/19/2025	343.61
VISTA PAINT	MOP 68834 PAINT SUPPLIES FY26-PW/FAC	1001033	9/19/2025	240.23
WETMORES	MOP 80333 AUTO SUPPLIES FY26-PW/EQM	1001034	9/19/2025	113.86
WETMORES	MOP 80333 AUTO SUPPLIES FY26-PW/EQM	1001034	9/19/2025	117.12
			Total for Eng/PW	**867,537.98**
Finance				
HEALTH NET INC	GRP #ZI454F VPE ER: CITY OF NATIONAL CITY - (	1001024	9/19/2025	9.06
HEALTH NET INC	GRP #ZI454A VPE: CITY OF NATIONAL CITY - OCT	1001024	9/19/2025	313.33
HEALTH NET INC	GRP #LB439F ER: CITY OF NATIONAL CITY - OCT	1001024	9/19/2025	816.26
HEALTH NET INC	GRP #R1192R ER: CITY OF NATIONAL CITY - OCT	1001024	9/19/2025	2,890.41
HEALTH NET INC	#N8240A CITY OF NATIONAL CITY HSA PPO IND -(	1001024	9/19/2025	4,240.20
HEALTH NET INC	GRP #LB439A CITY OF NATIONAL CITY - OCT '25	1001024	9/19/2025	31,380.09
HEALTH NET INC	GRP #GX011A CITY OF NATIONAL CITY - OCT '25	1001024	9/19/2025	39,471.72
HEALTH NET INC	GRP #R1192A CITY OF NATIONAL CITY - OCT '25	1001024	9/19/2025	63,567.80
			Total for Finance	**142,688.87**
Fire				
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND A(	1001014	9/19/2025	191.26
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND A(	1001014	9/19/2025	315.43
HAMLYN WILLIAMS INC	TEMP SOA, NARDYEZDA ACOSTA, W/E 24-AUGUS	1001022	9/19/2025	860.00
HAMLYN WILLIAMS INC	TEMP SOA, NARDYEZDA ACOSTA, W/E 31-AUGUS	1001022	9/19/2025	1,247.00
STAPLES BUSINESS ADV	MOP#45704,SHARPIES CHISEL AND ULTRA FINE	1001030	9/19/2025	76.82
			Total for Fire	**2,690.51**
HR				
ALTA LANGUAGE SERVIC	EMPLOYEE BILINGUAL TESTING	1001016	9/19/2025	276.00
			Total for HR	**276.00**
Neigh Svcs				
ACE UNIFORMS & ACCES	ACE UNIFORMS /VEST PARKING QUEZADA	1001014	9/19/2025	39.86
ACE UNIFORMS & ACCES	EMBLEM CHARGE PARKING COHEN /ACE UNIFOF	1001014	9/19/2025	48.49
			Total for Neigh Svcs	**88.35**
Nutrition				
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001015	9/19/2025	1,184.63
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001015	9/19/2025	345.76
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001015	9/19/2025	1,922.35
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001015	9/19/2025	3,348.03
SYSCO SAN DIEGO INC	DISHWASHER LEASE MAY 2025	1001031	9/19/2025	259.86

Warrant Register #13
9/19/2025 to 9/25/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	29.70
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	90.10
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	45.55
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	187.84
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	20.27
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	136.37
SYSCO SAN DIEGO INC	DISHWASHER LEASE JULY 2025	1001031	9/19/2025	259.86
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	429.92
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITIC	1001031	9/19/2025	4,197.02
			Total for Nutrition	**12,457.26**
Police				
SAN DIEGO POLICE EQU	AMMUNITION RESUPPLY FY2026	1001028	9/19/2025	2,427.30
SAN DIEGO POLICE EQU	BALLISTIC VESTS FY 2026 / R. MARIOTTA	1001028	9/19/2025	1,411.04
SAN DIEGO POLICE EQU	BALLISTIC VESTS FY 2026 / R. RUDE	1001028	9/19/2025	1,411.04
SAN DIEGO POLICE EQU	BALLISTIC VESTS FY 2026 / M. VAZQUEZ	1001028	9/19/2025	927.11
SMART SOURCE OF CALI	FIELD PROPERTY RECEIPT & RE;EASE FORM	1001029	9/19/2025	864.62
STAPLES BUSINESS ADV	MOP #45704 / OFFICE SUPPLIES / PD ADMIN	1001030	9/19/2025	173.59
STAPLES BUSINESS ADV	MOP #45704 / VARIOUS OFFICE SUPPLIES / PD AI	1001030	9/19/2025	325.15
			Total for Police	**7,539.85**
			EFT PAYMENTS Total	**1,051,199.89**
Payroll				
PY91684			9/24/2025	1,765,555.75
			Payroll Total	**1,765,555.75**
WIRED PAYMENTS				
Finance				
PUBLIC EMP RETIREMEN	SERVICE PERIOD 09/02/2025 - 09/15/2025	252670172	9/25/2025	364,997.32
PUBLIC EMP RETIREMEN	RETIRED ANNUIT. LATE FEES- SARMIENTO/CRIS	252670173	9/25/2025	24,800.00
			Total for Finance	**389,797.32**
			WIRED PAYMENTS Total	**389,797.32**
			GRAND TOTAL	**3,511,912.75**

AGENDA REPORT

Department: **Finance**
Prepared by: **Karla Apalategui, Sr. Accounting Assistant**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Warrant Register No. 14 for the Period of 9/26/25 through 10/2/25 in the Amount of $2,328,365.09

RECOMMENDATION:
Ratify Warrants Totaling $2,328,365.09.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
Per Government Section Code 37208, below are the payments issued for the period of 9/26/25 – 10/2/25. Consistent with the Department of Finance's practice, listed below are all payments above $50,000.

Vendor	Check/Wire	Amount	Explanation
Aster Construction	1001037	274,055.32	CIP 19-23 Central Community Enhancement
Innovate Construction	1001043	68,523.50	CIP 23-15 Pavement Rehabilitation Project
Adminsure Inc	385	135,234.02	WC Account Replenishment – Aug 2025

FINANCIAL STATEMENT:
Warrant Register Total $2,328,365.09

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBIT:
Exhibit A – FY26 Warrant Register No. 14

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
A/P PAYMENTS				
City Atty				
CEB	LEGAL LIBRARIES FOR CAO	376080	10/2/2025	533.00
CEB	LEGAL LIBRARIES FOR CAO	376080	10/2/2025	533.00
CEB	LEGAL LIBRARIES FOR CAO	376080	10/2/2025	533.00
CIVICA LAW GROUP APC	LEGAL SERVICES FOR RAMADA MATTER	376081	10/2/2025	324.50
CIVICA LAW GROUP APC	LEGAL SERVICES FOR STARDUST MATTER	376081	10/2/2025	619.50
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR SUNDA MATTER	376089	10/2/2025	812.98
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR CHICANO FEDERATION	376089	10/2/2025	935.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR RODRIGUEZ MATTER	376089	10/2/2025	1,180.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR CORTEZ MATTER	376089	10/2/2025	1,607.98
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR AVILA MATTER	376089	10/2/2025	1,715.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR SUNDA MATTER	376089	10/2/2025	175.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR AVILA MATTER	376089	10/2/2025	395.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR CORTEZ MATTER	376089	10/2/2025	425.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR CHICANO FEDERATION	376089	10/2/2025	665.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR RODRIGUEZ MATTER	376089	10/2/2025	1,550.00
HAMRICK & EVANS, LLP	LEGAL SERVICES FOR DELGADO MATTER	376089	10/2/2025	12,972.50
MCDOUGAL BOEHMER	LEGAL SERVICES FOR POLANCO MATTER	376099	10/2/2025	1,900.00
MCDOUGAL BOEHMER	LEGAL SERVICES FOR POLANCO MATTER	376099	10/2/2025	521.00
SHER EDLING LLP	LEGAL SERVICES FOR SWEETWATER MARSH MATTE	376116	10/2/2025	141.00
THOMSON REUTERS	WESTLAW SERVICES FOR CAO	376123	10/2/2025	669.73
			Total for City Atty	**28,208.19**
Council				
GONZALEZ, DANIEL	CC/REIMBURSEMENT FOR MORALE BUILDING EVENT	376087	10/2/2025	51.96
			Total for Council	**51.96**
Eng/PW				
LOUIES GARAGE CORPOR	REPAIR DOOR ON PD VEH #259-PW/EQM	376094	10/2/2025	1,062.50
MASON'S SAW & LAWNMO	MOP 45729 PARK SUPPLIES FY26-PW/PARKS	376096	10/2/2025	257.13
MASTER PERFORMANCE	MOP 86883 AUTO SUPPLIES FY26-PW/EQM	376097	10/2/2025	183.50
MASTER PERFORMANCE	MOP 86883 AUTO SUPPLIES FY26-PW/EQM	376097	10/2/2025	401.12
NAPA AUTO PARTS	MOP 45735 PARK SUPPLIES CREDIT FY26-PW/PARKS	376102	10/2/2025	(41.83)
NAPA AUTO PARTS	MOP 45735 PARK SUPPLIES FY26-PW/PARKS	376102	10/2/2025	21.74
NAPA AUTO PARTS	MOP 45736 PARK SUPPLIES FY26-PW/PARKS	376102	10/2/2025	45.54
NAPA AUTO PARTS	MOP 45735 PARK SUPPLIES FY26-PW/PARKS	376102	10/2/2025	188.99
NATIONAL CITY CAR WA	CAR WASH SERVICES FOR FLEET AUG FY26-PW/EQM	376103	10/2/2025	816.00
NATIONAL CITY ELECTR	ELECTRICAL TROBLESHOOTING FIRE STATION #33 F	376104	10/2/2025	275.00
O'REILLY AUTO PARTS	MOP 75877 AUTO SUPPLIES FY26-PW/EQM	376105	10/2/2025	23.06
O'REILLY AUTO PARTS	MOP 75877 AUTO SUPPLIES FY26-PW/EQM	376105	10/2/2025	76.11
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376107	10/2/2025	20.46
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376107	10/2/2025	29.87

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376107	10/2/2025	21.13
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376107	10/2/2025	58.81
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376107	10/2/2025	203.90
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376108	10/2/2025	166.29
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376109	10/2/2025	55.12
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376109	10/2/2025	123.19
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/STS	376111	10/2/2025	64.23
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/PARKS	376111	10/2/2025	76.95
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY25-PW/PARKS	376111	10/2/2025	44.19
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/EQM	376111	10/2/2025	67.46
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/STS	376111	10/2/2025	143.81
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/PARKS	376111	10/2/2025	86.96
PRO BUILD COMPANY	MOP 45707 PARK SUPPLIES FY26-PW/PARKS	376111	10/2/2025	131.24
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/WW	376111	10/2/2025	309.13
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/WW	376111	10/2/2025	19.12
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/PARKS	376111	10/2/2025	49.61
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/PARKS	376111	10/2/2025	56.18
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/PARKS	376112	10/2/2025	80.16
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/EQM	376112	10/2/2025	85.65
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/PARKS	376112	10/2/2025	88.65
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/STS	376112	10/2/2025	61.44
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/PARKS	376112	10/2/2025	75.74
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/EQM	376112	10/2/2025	85.65
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/STS	376112	10/2/2025	135.08
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/PARKS	376112	10/2/2025	68.86
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	28.30
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	47.12
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	120.32
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	11.45
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	56.25
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	11.45
SAN DIEGO GAS & ELEC	GAS AND ELECTRIC FOR STREETS SEPT FY26-PW/S	376115	10/2/2025	105.83
SITEONE LANDSCAPE SU	MOP 69277 LANDSCAPE SUPPLIES FY26-PW/PARKS	376117	10/2/2025	124.33
SITEONE LANDSCAPE SU	MOP 69277 LANSCAPE SUPPLIES FY26-PW/PARKS	376117	10/2/2025	142.19
SITEONE LANDSCAPE SU	MOP 69277 LANDSCAPE SUPPLIES FY26-PW/PARKS	376117	10/2/2025	181.35
SO CAL TRUCK STOP	MOP 45758 DIESEL FY26-PW/EQM	376118	10/2/2025	185.88
SPEEDPRO IMAGING	VEHICLE DECALS FY26-PW/EQM	376119	10/2/2025	210.11
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUN-AUG FY26-PW/PAF	376120	10/2/2025	119.09
SWEETWATER AUTHORITY	WATER BILL FOR WW JUL-AUG FY26-PW/WW	376120	10/2/2025	138.62
SWEETWATER AUTHORITY	WATER BILL FOR WW JUL-AUG FY26-PW/WW	376120	10/2/2025	138.62
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-AUG FY26-PW/PAF	376120	10/2/2025	138.62

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKSJUL-SEPT FY26-PW/PAF	376120	10/2/2025	85.01
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	101.91
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	119.09
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	119.09
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	119.09
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKSJUL-SEPT FY26-PW/PAF	376120	10/2/2025	119.09
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	126.00
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	136.46
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKSJUL-SEPT FY26-PW/PAF	376120	10/2/2025	160.55
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	174.37
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	191.74
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	194.18
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKSJUL-SEPT FY26-PW/PAF	376120	10/2/2025	284.93
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	1,279.05
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	2,848.54
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	8,348.68
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	9,059.71
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376120	10/2/2025	10,573.00
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	36.64
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	36.64
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	36.64
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	36.64
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	60.45
SWEETWATER AUTHORITY	WATER SERVICE FOR PARKS JUL-SEPT FY26-PW/PA	376121	10/2/2025	60.45
VULCAN MATERIALS COM	ROADWAY MATERIALS FY26-PW/STS	376125	10/2/2025	1,085.80
			Total for Eng/PW	**43,354.62**
Finance				
CORNEJO, JAVIER	RETIREE HEALTH BENEFITS - OCTOBER 2025	376064	10/1/2025	400.00
DEPASCALE, AARON	RETIREE HEALTH BENEFITS - OCTOBER 2025	376065	10/1/2025	460.00
DONG, DAMON	RETIREE HEALTH BENEFITS - OCTOBER 2025	376066	10/1/2025	640.00
FLORES-HERNANDEZ, LY	RETIREE HEALTH BENEFITS - OCTOBER 2025	376067	10/1/2025	20.00
HADLEY, BRIAN C	RETIREE HEALTH BENEFITS - OCTOBER 2025	376068	10/1/2025	20.00
IBARRA, JOE	RETIREE HEALTH BENEFITS - OCTOBER 2025	376069	10/1/2025	780.00

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
MCCABE, TOM	RETIREE HEALTH BENEFITS - OCTOBER 2025	376070	10/1/2025	280.00
MEEKS, JEFFREY	RETIREE HEALTH BENEFITS - OCTOBER 2025	376071	10/1/2025	460.00
PIERSON, DARREN P	RETIREE HEALTH BENEFITS - OCTOBER 2025	376072	10/1/2025	460.00
BRINK'S INCORPORATED	TRANSPORTATION–BILLING PERIOD 09/01/25 TO 09/3	376076	10/2/2025	674.30
BRINK'S INCORPORATED	TRANSPORTATION–BILLING PERIOD 10/01/25 TO 10/3	376076	10/2/2025	674.30
C A P F	OCTOBER 2025 - FIRE LTD	376077	10/2/2025	1,268.50
CALIFORNIA LAW ENFOR	OCTOBER 2025 - PD LTD	376078	10/2/2025	2,752.00
			Total for Finance	**8,889.10**
Fire				
FEDEX	FEDEX SHIPPING SERVICES LATE DUE DATE FEE	376085	10/2/2025	3.33
PRO BUILD COMPANY	MOP#45742, CUP HOOK AND DECORA SLIDE PRESEN	376111	10/2/2025	67.49
PRUDENTIAL OVERALL S	MOP#45742, 18X18 PURPLE SHOP TOWEL	376112	10/2/2025	25.00
PRUDENTIAL OVERALL S	MOP#45742, 18X18 PURPLE SHOP TOWEL	376112	10/2/2025	25.00
			Total for Fire	**120.82**
HR				
CALPELRA	CALPELRA 2025 ANNUAL TRNG CONF-CONCHITA WA	376073	9/30/2025	925.00
CONCENTRA MEDICAL CE	DOT DRUG & ALCOHOL TESTING	376082	10/2/2025	378.00
CONCENTRA MEDICAL CE	PRE-EMPLOYMENT PHYSICAL	376082	10/2/2025	451.00
DEPASCALE, AARON	ADVANCED DISABILITY PENSION PAYMENT OCTOBEI	376084	10/2/2025	2,664.24
G2SOLUTIONS, INC	EE FINGERPRINT TEST-AUGUST 2025	376086	10/2/2025	4.50
			Total for HR	**4,422.74**
IT				
AT&T	SBC/AT&T DATA/PHONES FY26	376074	10/2/2025	61.27
AT&T	SBC/AT&T DATA/PHONES FY26	376074	10/2/2025	2,371.43
AT&T	SBC/AT&T DATA/PHONES FY26	376074	10/2/2025	19,769.87
COX COMMUNICATIONS	COX BUSINESS DATA/VIDEO FY26	376083	10/2/2025	77.17
COX COMMUNICATIONS	COX BUSINESS DATA/VIDEO FY26	376083	10/2/2025	174.00
VERIZON WIRELESS	VERIZON WIRELESS DATA/PHONES FY26	376124	10/2/2025	480.24
			Total for IT	**22,933.98**
Library				
BAKER & TAYLOR	BAKER AND TAYLOR- 2 JUVENILE BOOKS	376075	10/2/2025	25.89
BAKER & TAYLOR	BAKER AND TAYLOR- JUVENILE 3 BOOKS	376075	10/2/2025	28.35
BAKER & TAYLOR	BAKER AND TAYLOR- 7 JUVENILE BOOKS	376075	10/2/2025	118.00
BAKER & TAYLOR	BAKER AND TAYLOR- 12 JUVENILLE BOOKS	376075	10/2/2025	139.00
BAKER & TAYLOR	BAKER AND TAYLOR- 21 JUVENILE BOOKS	376075	10/2/2025	379.91
MIDWEST TAPE, LLC	MIDWEST TAPE- DUNE DVD	376100	10/2/2025	20.96
			Total for Library	**712.11**
Neigh Svcs				
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376111	10/2/2025	234.88
THE SHERWIN WILLIAMS	MOP 77816 PAINT SUPPLIES	376122	10/2/2025	200.10
			Total for Neigh Svcs	**434.98**

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
Nutrition				
PRUDENTIAL OVERALL S	LAUNDRY AND CONSUMABLES FOR FY26	376112	10/2/2025	157.74
PRUDENTIAL OVERALL S	LAUNDRY AND CONSUMABLES FOR FY26	376112	10/2/2025	214.90
			Total for Nutrition	**372.64**
Planning				
INTEGRITY NEWSPAPERS	2025-14 CUP -ESENDENCIA	376090	10/2/2025	120.44
INTEGRITY NEWSPAPERS	THE STAR-NEWS AD 2025-17 CUP -ESENDENCIA	376091	10/2/2025	117.88
INTEGRITY NEWSPAPERS	THE STAR-NEWS 2025 APN ESENDENCIA	376092	10/2/2025	94.81
INTEGRITY NEWSPAPERS	THE STAR-NEWS 2023-03 PC -ESENDENCIA	376093	10/2/2025	187.06
			Total for Planning	**520.19**
Police				
CAMARGO, CYNTHIA C	REIM: CCAMARGO - WOMEN LEADERS IN LAW ENFO	376079	10/2/2025	44.00
GUILLEN, LAUREN E.	REIM: LGUILLEN - REAL TIME CRIME ANALYSIS TRAIN	376088	10/2/2025	206.21
MAN K9 INC	MONTHLY POST MANDATED K9 TRAINING FY 2026 SE	376095	10/2/2025	2,160.00
MC CLURE JR, SHANE	REIM: SMCCLURE - CHIA CONFERENCE 2025	376098	10/2/2025	637.38
MOTOROLA SOLUTIONS I	MOTOROLA HARDWARE FOR PATROL VEHICLES	376101	10/2/2025	3,777.00
MOTOROLA SOLUTIONS I	REPLACEMENT E5 REMOTE HEAD	376101	10/2/2025	1,078.67
PALOMAR HEALTH	SART FORENSIC EXAM NCPD 25-22783 8/31	376106	10/2/2025	1,350.00
POLICE AND FIRE PSYC	PSYCH EXAMS FY2026	376110	10/2/2025	2,100.00
POLICE AND FIRE PSYC	PSYCH EXAMS FY2026	376110	10/2/2025	1,400.00
RADY CHILDREN'S HOSP	CHILD SEXUAL ASSAULT EXAMS FY 2026	376113	10/2/2025	1,100.00
S D COUNTY SHERIFF'S	POST MANDATED TRAINING SHOOTS FOR FY 2026 8/	376114	10/2/2025	600.00
			Total for Police	**14,453.26**
			A/P PAYMENTS Total	**124,474.59**
EFT PAYMENTS				
Building				
STAPLES BUSINESS ADV	BUILDING OFFICE SUPPLIES	1001060	9/26/2025	115.23
			Total for Building	**115.23**
City Atty				
DEVANEY PATE MORRIS	LEGAL SERVICES FOR BCD MATTER	1001041	9/26/2025	225.00
DEVANEY PATE MORRIS	LEGAL SERVICES FOR POLANCO MATTER	1001041	9/26/2025	1,202.00
DEVANEY PATE MORRIS	LEGAL SERVICES FOR POLANCO MATTER	1001041	9/26/2025	6,991.98
DEVANEY PATE MORRIS	LEGAL SERVICES CALI MOTA	1001054	9/26/2025	4,150.00
			Total for City Atty	**12,568.98**
Clerk				
TRANS-LANG	TRANSLATION SERVICES	1001051	9/26/2025	595.00
TRANS-LANG	TRANSLATION SERVICES	1001051	9/26/2025	1,435.00
			Total for Clerk	**2,030.00**
Comm Svcs				
STAPLES BUSINESS ADV	MOP 45704 FAB OFFICE SUPPLIES/CSD	1001048	9/26/2025	195.74
AMAZON CAPITAL SERVI	MLK PROGRAMMING AND CAMACHO REC SUPPLIES/	1001053	9/26/2025	224.19

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AMAZON CAPITAL SERVI	MLK PROGRAMMING AND CAMACHO REC SUPPLIES/	1001053	9/26/2025	722.64
AMAZON CAPITAL SERVI	K-POP DANCE CLASS SUPPLIES/CSD	1001053	9/26/2025	203.40
AMAZON CAPITAL SERVI	K-POP DANCE CLASS SUPPLIES/CSD	1001053	9/26/2025	52.08
AMAZON CAPITAL SERVI	AMAZON CREDIT MEMO/CSD	1001053	9/26/2025	(105.54)
AMAZON CAPITAL SERVI	K-POP DANCE CLASS SUPPLIES/CSD	1001053	9/26/2025	8.77
AMAZON CAPITAL SERVI	CRAFT SUPPLIES, BALLOONS,STICKER,TUNNEL/CSD	1001053	9/26/2025	125.71
AMAZON CAPITAL SERVI	CRAFT SUPPLIES, BALLOONS,STICKER,TUNNEL/CSD	1001053	9/26/2025	189.03
			Total for Comm Svcs	**1,616.02**
Eng/PW				
ASTER CONSTRUCTION	CIP 19-23 CENTRAL COMMUNITY ENHANCEMENTS	1001037	9/26/2025	274,055.32
CHEN RYAN ASSOCIATES	CIP 22-13 HIGHLAND AVE. & 30 PED TRAFF- PARSONS	1001038	9/26/2025	11,880.27
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	56.96
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	74.82
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	234.07
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	245.63
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	495.83
GRAINGER	MOP 65179 BUILDING SUPPLIES FY26-PW/FAC	1001042	9/26/2025	58.73
INNOVATIVE CONSTRUCT	LAS PALMAS POOL SITE MAINTENANCE AND COORD	1001043	9/26/2025	7,031.50
INNOVATIVE CONSTRUCT	CIP 22-09 EASTSIDE I-805 COMMUNITY GREENBELT F	1001043	9/26/2025	131.50
INNOVATIVE CONSTRUCT	CIP 19-24 BAYSHORE BIKEWAY SEGMENT 5 & CONNE	1001043	9/26/2025	4,930.00
INNOVATIVE CONSTRUCT	LAS PALMAS POOL SITE MAINTENANCE AND COORD	1001043	9/26/2025	7,897.50
INNOVATIVE CONSTRUCT	CIP 22-26 EL TOYON PARK PROP 68 IMPROVEMENTS	1001043	9/26/2025	9,587.00
INNOVATIVE CONSTRUCT	CIP 19-23 CENTRAL COMMUNITY MOBILE ENHANCEM	1001043	9/26/2025	19,100.00
INNOVATIVE CONSTRUCT	CIP 23-15 PAVEMENT REHABILITATION PROJECT	1001043	9/26/2025	68,523.50
KTUA	CMO SERVICES AND CONSTRUCTION DOCS	1001044	9/26/2025	1,352.54
SMART SOURCE OF CALI	MOP 63845 BUSINESS CARDS FY26-PW/EQM	1001047	9/26/2025	130.46
STAPLES BUSINESS ADV	MOP 45704 OFFICE SUPPLIES FY26-PW/ENG	1001048	9/26/2025	343.58
STAPLES BUSINESS ADV	MOP 45704 OFFICE SUPPLIES FY26-PW/ENG	1001048	9/26/2025	35.55
STAPLES BUSINESS ADV	MOP 75877 AUTO SUPPLIES FY26-PW/EQM	1001048	9/26/2025	75.47
STC TRAFFIC INC	SANDAG GRANT WRITING SERVICES FOR SGIP	1001049	9/26/2025	2,466.50
STC TRAFFIC INC	RES 2019-164 WASTEWATER PROJECT MANAGEMEN	1001049	9/26/2025	18,782.90
			Total for Eng/PW	**427,489.63**
Finance				
DELTA DENTAL INSURAN	OCT. 2025 - GRP #05-7029600000 - PMI DENTAL INS.	1001039	9/26/2025	1,694.97
DELTA DENTAL OF CALI	OCT. 2025 - GRP #05-908600000 - DENTAL INS PREMII	1001040	9/26/2025	17,786.92
STAPLES BUSINESS ADV	MOP #45704 / RECLOSABLE BAGS / FINANCE DEPT	1001059	9/26/2025	67.85
STAPLES BUSINESS ADV	MOP #45704 / MISC. OFFICE SUPLIES / FINANCE DEP	1001059	9/26/2025	118.81
AGUIRRE, OSCAR	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001063	10/1/2025	560.00
BALLARDO, DAMIAN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001064	10/1/2025	520.00
BAVENCOFF JR, DAVID	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001065	10/1/2025	500.00
BEARD, PATRICIA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001066	10/1/2025	70.00



Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
BEVERIDGE, MARK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001067	10/1/2025	640.00
BOEGLER, CRAIG	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001068	10/1/2025	260.00
BULL, PARRIS	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001069	10/1/2025	580.00
CAMEON, CHRISTOPHER	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001070	10/1/2025	400.00
CANEDO, RAMON	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001071	10/1/2025	620.00
CASTELLANOS, DAVID	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001072	10/1/2025	500.00
CESNAUSKAS, STEVEN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001073	10/1/2025	400.00
CHELIUS, ANGELA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001074	10/1/2025	460.00
COLLINSON, CURTIS	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001075	10/1/2025	420.00
CONDON, DONALD	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001076	10/1/2025	280.00
CORDERO, ESTELA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001077	10/1/2025	520.00
COVARRUBIAS, ARACELI	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001078	10/1/2025	520.00
DALLA, MICHAEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001079	10/1/2025	900.00
DANESHFAR, ZIA-E-DIN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001080	10/1/2025	250.00
DEESE, LESLIE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001081	10/1/2025	660.00
DESROCHERS, PAUL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001082	10/1/2025	110.00
DIAZ, MIGUEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001083	10/1/2025	680.00
DREDGE, JAMES	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001084	10/1/2025	250.00
DUONG, MINH	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001085	10/1/2025	280.00
EISER III, GEORGE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001086	10/1/2025	250.00
ESPIRITU, DAVID	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001087	10/1/2025	620.00
ETZLER, JEFFREY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001088	10/1/2025	460.00
FABINSKI, DANIEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001089	10/1/2025	220.00
FELIX, YOLANDA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001090	10/1/2025	400.00
FIFIELD, KEITH	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001091	10/1/2025	540.00
FLORES, RICHARD M	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001092	10/1/2025	600.00
GAUT, ANTHONY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001093	10/1/2025	700.00
GONZALES, MANUEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001094	10/1/2025	480.00
GONZALEZ, BEATRICE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001095	10/1/2025	680.00
GONZALEZ, WILLIAM	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001096	10/1/2025	660.00
HARLAN, MICHAEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001097	10/1/2025	500.00
HERNANDEZ, JUDITH	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001098	10/1/2025	680.00
HERNANDEZ, RICK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001099	10/1/2025	400.00
HODGES, BRENDA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001100	10/1/2025	200.00
JASMUND, DONALD	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001101	10/1/2025	680.00
JONES, ANGIL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001102	10/1/2025	60.00
JONES, DEREK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001103	10/1/2025	480.00
JUNIEL, RODERICK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001104	10/1/2025	50.00
KIMBLE, RANDY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001105	10/1/2025	300.00
KLOS, FRANK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001106	10/1/2025	480.00
LAFRENIERE, MICHAEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001107	10/1/2025	660.00

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
LIMFUECO, MARIA TERE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001108	10/1/2025	160.00
MATIENZO, MARIA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001109	10/1/2025	100.00
MCDANIEL, PATRICK	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001110	10/1/2025	290.00
MUNOZ, LILIA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001111	10/1/2025	640.00
NAGLE, DANIEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001112	10/1/2025	460.00
NOTEWARE, DAVID	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001113	10/1/2025	120.00
OLIVERIA, HERMINIO	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001114	10/1/2025	360.00
PARRA, FRANCISCO	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001115	10/1/2025	400.00
PAUU JR, PENU	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001116	10/1/2025	340.00
PE, RAY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001117	10/1/2025	300.00
PEASE JR, DAVID	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001118	10/1/2025	140.00
POST, ROGER	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001119	10/1/2025	280.00
RAY, STEVEN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001120	10/1/2025	190.00
REDIKOP, BRIAN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001121	10/1/2025	400.00
RIOS, RAMONA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001122	10/1/2025	240.00
RODRIGUEZ, MANUEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001123	10/1/2025	260.00
ROUSTON, JEFFREY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001124	10/1/2025	660.00
RUIZ, JAMES	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001125	10/1/2025	310.00
SAINZ, JOSE LUIS	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001126	10/1/2025	300.00
SERVATIUS, JEFFREY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001127	10/1/2025	340.00
SEWARD, GREGORY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001128	10/1/2025	520.00
SHEPHARD, STEVE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001129	10/1/2025	440.00
SHOEMAKER, MICHAEL	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001130	10/1/2025	480.00
SILVA, LARRY	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001131	10/1/2025	580.00
SMITH, JOE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001132	10/1/2025	320.00
SMITH, MATTHEW	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001133	10/1/2025	560.00
STANICH, COLLEEN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001134	10/1/2025	400.00
TELLEZ, JOSE	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001135	10/1/2025	700.00
TIPTON, BARBARA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001136	10/1/2025	250.00
VILLAGOMEZ, JULIAN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001137	10/1/2025	480.00
VILLARIASA, STEVEN	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001138	10/1/2025	480.00
WILKINS, THOMAS	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001139	10/1/2025	520.00
WRIGHT, MARIA ELENA	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001140	10/1/2025	700.00
YBARRA, ALFREDO	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001141	10/1/2025	220.00
YBARRA, ANTONIO	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001142	10/1/2025	540.00
YOUNG, GRAHAM	RETIREE HEALTH BENEFITS - OCTOBER 2025	1001143	10/1/2025	560.00
			Total for Finance	**54,188.55**
Fire				
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	165.13
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	204.71
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	38.79

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	165.13
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	349.11
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	332.27
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	242.44
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	165.13
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	226.22
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	226.22
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	226.22
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001035	9/26/2025	242.44
GRAINGER	MOP#65179, DURACELL PROCELL BATTERIES - SCB	1001042	9/26/2025	356.59
L N CURTIS & SONS	NOZZLES 1.5 PACKAGE TO REPLACE OUTDATED	1001045	9/26/2025	(918.94)
L N CURTIS & SONS	HI RISE 45 DEGREE ELBOW BAG KIT	1001045	9/26/2025	7,308.45
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001052	9/26/2025	330.25
ACE UNIFORMS & ACCES	UNIFORMS, JACKETS, PATCHES, SEWING AND ACCE	1001052	9/26/2025	145.45
AMAZON CAPITAL SERVI	ACRYLIC SIGN HOLDER FIRE PREVENTION	1001053	9/26/2025	42.39
AMAZON CAPITAL SERVI	AAA HI PERF BATTERIES	1001053	9/26/2025	23.36
HAMLYN WILLIAMS INC	TEMP SOA, NARDYZEDA ACOSTA-W/E 7-SEPT-25 (77	1001055	9/26/2025	659.19
HAMLYN WILLIAMS INC	TEMP SOA, NARDYEZDA ACOSTA-W/E 14-SEPT 2025	1001055	9/26/2025	860.00
INTERWEST CONSULTING	PLAN CHECKS FOR FIRE, FY25-26	1001056	9/26/2025	2,998.00
			Total for Fire	**14,388.55**
Housing				
OFFICE SOLUTIONS BUS	OFFICE SUPPLIES FOR SECTION 8 DEPARTMENT	1001057	9/26/2025	141.95
			Total for Housing	**141.95**
HR				
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001048	9/26/2025	294.34
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001059	9/26/2025	59.81
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001059	9/26/2025	17.17
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001059	9/26/2025	409.52
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001059	9/26/2025	54.43
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001059	9/26/2025	588.69
			Total for HR	**1,423.96**
Library				
STAPLES BUSINESS ADV	MOP 45708- LIBRARY, PRINTER PAPER	1001059	9/26/2025	462.08
			Total for Library	**462.08**
Neigh Svcs				
STAPLES BUSINESS ADV	MOP 45704 OFFICE SUPPLIES	1001059	9/26/2025	240.27
			Total for Neigh Svcs	**240.27**
Nutrition				
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001036	9/26/2025	402.27
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001036	9/26/2025	1,232.93
ALDEMCO	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001036	9/26/2025	1,059.72

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001050	9/26/2025	619.78
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001050	9/26/2025	5,924.49
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001062	9/26/2025	39.76
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001062	9/26/2025	79.85
SYSCO SAN DIEGO INC	FOOD/CONSUMABLES AS NEEDED FOR NUTRITION C	1001062	9/26/2025	30.21
SYSCO SAN DIEGO INC	DISHWASHER LEASE FOR AUGUST 2025	1001062	9/26/2025	259.86
			Total for Nutrition	**9,648.87**
Planning				
STAPLES BUSINESS ADV	MOP 45704 PLANNING OFFICE SUPPLIES	1001061	9/26/2025	68.06
			Total for Planning	**68.06**
Police				
ACE UNIFORMS & ACCES	UNIFORMS AND ACCESSORIES FOR PD FY 2026	1001035	9/26/2025	129.30
ACE UNIFORMS & ACCES	UNIFORMS AND ACCESSORIES FOR PD FY 2026	1001035	9/26/2025	513.89
SAN DIEGO POLICE EQU	AMMUNITION RESUPPLY FY2026 / INV#665503	1001046	9/26/2025	445.94
SMART SOURCE OF CALI	MOP #63845 / #10 REG ENVELOPES-POLICE DEPT. #1	1001047	9/26/2025	346.35
STAPLES BUSINESS ADV	MOP #45704 / BATTERY AKALINE AA / INVESTIGATION	1001059	9/26/2025	67.20
			Total for Police	**1,502.68**
Section 8				
SMART SOURCE OF CALI	#10 WINDOW ENVELOPE FOR S8/SMART SOURCE	1001058	9/26/2025	1,174.50
			Total for Section 8	**1,174.50**
			EFT PAYMENTS Total	**527,059.33**
WIRED PAYMENTS				
Finance				
U S BANK	CREDIT CARD STATEMENT – SEPTEMBER 2025	252730114	10/1/2025	34,044.41
			Total for Finance	**34,044.41**
HR				
ADMINSURE INC	WC ACCOUNT REPLENISHMENT - AUGUST 2025	385	10/2/2025	135,234.02
			Total for HR	**135,234.02**
			WIRED PAYMENTS Total	**169,278.43**
SECTION 8 PAYMENTS				
	HAP PAYMENTS FOR OCTOBER 205		10/2/2025	**1,466,093.13**
P-CARD PAYMENTS				
City Atty				
SAN DIEGO UNION TRIB-SUB	SAN DIEGO UNION TRIB-SUB		7/22/2025	27.00
			Total for City Atty	**27.00**
City Mgr				
7 ELEVEN	CMO/REFRESHMENT MATERIALS FOR CITY COUNCIL		7/22/2025	15.49
7 ELEVEN	HOSPITALITY MATERIALS FOR CITY OFFICIAL AGEND		7/22/2025	21.15
AMAZON.COM	FURNITURE ITEM SUPPLIES FOR COUNCIL WORK ST		7/22/2025	(76.11)

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AMAZON.COM	CMO/BRANDED MERCHANDISE FOR STAFF SUPPLIES		7/22/2025	24.77
AMAZON.COM	CMO/ECONOMIC ITEMS EQUIPMENT FOR STAFF WOI		7/22/2025	76.11
AMAZON.COM	OFFICE FURNISHING FOR WORKSPACE MEETING AR		7/22/2025	119.60
AMAZON.COM	OFFICE EQUIPMENT AND FURNISHING FOR DEPARTI		7/22/2025	119.61
AMAZON.COM	OFFICE EQUIPMENT AND FURNISHINGS FOR DEPART		7/22/2025	147.88
AMAZON.COM	OFFICE FURNITURE FOR STAFF WORK STATION		7/22/2025	173.98
AMAZON.COM	EMPLOYEE FURNITURE FOR STAFF WORK STATION		7/22/2025	208.96
BLUETRITON BRANDS	CMO/MATERIAL SUPPORT TO OUR STAFF DEPARTME		7/22/2025	10.00
CALIFORNIA PRODUCE MARKET	CMO/EVENT HOSPITALITY FOR EMPLOYEE RECOGNI		7/22/2025	27.89
COSTCO WHOLESALE	CMO/HOSPITALITY SERVICES FOR AN INTERNAL - CO		7/22/2025	61.05
COSTCO WHOLESALE	CMO/EMPLOYEE MORALE BUILDING EVENT - CARLOS		7/22/2025	62.85
COSTCO WHOLESALE	CMO/HOSPITALITY SERVICES FOR INTERNAL EMPLO		7/22/2025	75.15
COSTCO WHOLESALE	CMO/EVENT HOSPITALITY FOR EMPLOYEE RECOGNI		7/22/2025	99.25
COSTCO WHOLESALE	CMO/CITY EMPLOYEES MEMBERSHIP OFFICE ORGAI		7/22/2025	130.00
COSTCO WHOLESALE	PROMOTIONAL REFRESHMENT FOR EMPLOYEE BIRT		7/22/2025	147.62
EXXON	CMO/ICE PROVISION FOR COUNCIL AGENDA MEETIN		7/22/2025	23.20
FILIPINO DESSERTS PLUS.	CMO/ACCOUMODATION MEAL FOR AN INTERNAL ME		7/22/2025	43.50
HOME DEPOT CREDIT SE	OFFICE ITEM MATERIAL FOR FURNITURE BRUSH PAI		7/22/2025	7.52
HOTEL RES-LONG BEACH M	CMO/2025 LEAGUE OF CA- HOTEL FOR PEDRO GARC		7/22/2025	630.71
HOTELBOOKINGSERVFEE	CMO/CITY MANAGER LEAGUE OF CA CITIES - PEDRO		7/22/2025	17.99
JERSEY MIKE'S	CMO/MEAL REFRESHMENT FOR INDIVIDUAL COUNCI		7/22/2025	4.47
JERSEY MIKE'S	CMO/MEAL SERVICE FOR SCHEDULE AGENDA COUN		7/22/2025	73.25
LEAGUE OF CALIFORNIA	CMO/CITY MANAGER LEAGUE OF CA CITIES - PEDRO		7/22/2025	750.00
LISA'S FILIPINO CUISINE	CMO/MEAL ACCOMODATION FOR CITY STAFF MEETI		7/22/2025	31.54
PLAZA DONUTS	CULTURE CLUB/HOSPITALITY SERVICES FOR INTERN		7/22/2025	345.00
RED RIBBON	CMO/MEAL ACCOMODATION FOR OFFICIAL CITY MEE		7/22/2025	25.84
RED RIBBON NATIONAL CITY	CMO/MEAL ACCOMODATION FOR OFFICIAL CITY MEE		7/22/2025	33.61
SAN DIEGO UNION TRIB-SUB	"PERIODICAL SUBSCRIPTIONS FOR WORKPLACE RE		7/22/2025	14.00
SHELL	CMO/HOSPITALITY EXPENSE FOR INTERNAL WORKI		7/22/2025	12.98
SHELL	CMO/2 LEMON AND LARGE BAG OF ICE - COUNCIL AC		7/22/2025	15.03
SHELL	CMO/REFRESHMENT AND MATERIALS FOR CITY STA		7/22/2025	16.66
SMART & FINAL	CMO/REFRESHMENT FOR WORKING SESSION		7/22/2025	93.73
SYCUAN MARKET	AMOUNT REIMBURSE TO THE CITY- PAID		7/22/2025	16.32
TITAS KITCHENETTE	CMO/MEAL ACCOMODATION FOR CITY ELECTIVE FUI		7/22/2025	15.45
WAL-MART	GROUND COFFEE JAR FOR COUNCILS OFFICE - REC		7/22/2025	10.16
WAL-MART	CMO/HOSPITALITY EXPENSE FOR COUNCIL CONFER		7/22/2025	18.62
WAL-MART	CMO/HOSPITALITY AND MATERIALS FOR STAFF REC		7/22/2025	22.71
WAL-MART	CMO/SERVING EQUIPMENT FOR EMPLOYEES PROMO		7/22/2025	40.49
WAL-MART	CMO/EVENT SERVICE FOR STAFF PROMOTIONAL EV		7/22/2025	111.01
			Total for City Mgr	**3,819.04**

Comm Svcs

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
7 ELEVEN	CASA SUMMER FUN ICE FOR WATERS/CSD		7/22/2025	4.88
AMAZON.COM	CAMACHO OFFICE SUPPLIES		7/22/2025	19.38
AMAZON.COM	CASA OFFICE SUPPLIES/CSD		7/22/2025	26.42
AMAZON.COM	MISS NC AND CASA REC SUPPLIES/CSD FY25		7/22/2025	30.42
AMAZON.COM	CAMACHO OFFICE SUPPLIES/CSD		7/22/2025	32.38
AMAZON.COM	CASA BEADED PLANT WORKSHOP/CSD		7/22/2025	32.58
AMAZON.COM	CAMACHO OFFICE SUPPLIES		7/22/2025	40.23
AMAZON.COM	CAMACHO OFFICE SUPPLIES/CSD		7/22/2025	54.32
AMAZON.COM	CASA RECREATION SUPPLIES/CSD FY25		7/22/2025	54.84
AMAZON.COM	CAMACHO OFFICE SUPPLIES/CSD		7/22/2025	61.92
AMAZON.COM	CAMACHO OFFICE SUPPLIES/CSD		7/22/2025	67.41
AMAZON.COM	CASA BEADED PLANT WORKSHOP/CSD		7/22/2025	89.95
AMAZON.COM	CASA BEADED PLANT WORKSHOP/CSD		7/22/2025	101.99
AMAZON.COM	CASA RECREATION SUPPLIES/CSD FY25		7/22/2025	141.36
AMAZON.COM	MISS NC AND CASA REC SUPPLIES/CSD FY25		7/22/2025	358.86
ASCL VENTURES, INC.	EVENTS EQUIIPMENT/CSD		7/22/2025	269.97
BIRCH AQUARIUM	CASA SUMMER FUN FIELD TRIP/CASA		7/22/2025	346.95
BOOKING.COM	SUPERVISOR TRAINING E.D./CSD PRC#T3442		7/22/2025	20.80
BOOKING.COM	SUPERVISOR TRAINING E.D./CSD PRC#T3442		7/22/2025	439.55
CARNITAS QUIROGA	CASA SUMMER FUN FIELD TRIP LUNCH/CSD		7/22/2025	203.91
CARNITAS QUIROGA	CASA SUMMER FUN FIELD TRIP LUNCH/CSD		7/22/2025	285.19
CHIPOTLE MEXICAN GRILL	CASA SUMMER FUN STAFF SUBSISTENCE/CSD		7/22/2025	36.49
COSTCO WHOLESALE	COSTCO CREDIT/CSD		7/22/2025	(196.82)
COSTCO WHOLESALE	CASA PROGRAMMING SUPPLIES/CSD FY25		7/22/2025	252.04
COSTCO WHOLESALE	YOUTH EMPOWERMENT PROGRAM SUPPLIES/CSD F		7/22/2025	399.90
COSTCO WHOLESALE	YOUTH EMPOWERMENT PROGRAM SUPPLIES/CSD F		7/22/2025	399.90
COSTCO WHOLESALE	KIMBALL SENIOR CENTER SUPPLIES/CSD		7/22/2025	425.17
COSTCO WHOLESALE	SIERRA SERVICE PROJECT SUPPLIES/CSD		7/22/2025	652.48
COSTCO WHOLESALE	SIERRA SERVICE PROJEST SUPPLIES/CSD		7/22/2025	652.48
DOMINO'S PIZZA	SUMMER FUN FIELD TRIP LUNCH/CSD		7/22/2025	164.70
FACEBOOK	PROGRAM MARKETING/CSD		7/22/2025	3.46
FACEBOOK	PROGRAM MARKETING/CSD		7/22/2025	5.88
FANDANGO	SUMMER FUN FIELD TRIP/CSD		7/22/2025	58.75
FANDANGO	SUMMER FUN FIELD TRIP/CSD		7/22/2025	182.80
GUITAR CENTER	NC MOVIE NIGHTS EQUIPMENT/CSD		7/22/2025	1,308.27
HOBBY LOBBY	KIMBALL SENIOR CENTER GRAND OPENING SUPPLIE		7/22/2025	10.37
HOBBY LOBBY	CASA BEADED PLANT WORKSHOP/CSD		7/22/2025	78.55
IKEA(INGKA)	IKEA CREDIT/CSD		7/22/2025	(4.33)
ISTOCKPHOTO	MONTHLY SUBSCRIPTION/CSD FY25		7/22/2025	40.00
MICHAELS ARTS AND CRAFT S	MICHAELS STORES 9550		7/22/2025	19.54
MICROSOFT CORPORATION	CASA ESPORTS SUPPLIES/CSD FY25		7/22/2025	29.99

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
MOSAICALLY INC.	FAB PROGRAM PICTURE MOSAIC/CSD		7/22/2025	49.00
OFFICE DEPOT	FAB OFFICE SUPPLIES/CSD		7/22/2025	73.25
OFFICE DEPOT	KIMBALL SENIOR CENTER GRAND OPENING SUPPLIE		7/22/2025	103.80
ROUND1 FB PBO CA NATIONAL	CASA SUMMER FUN FIELD TRIP/CSD FY25		7/22/2025	391.14
SAN CARLOS HARDWARE	KIMBALL SENIOR CENTER SUPPLIES/CSD		7/22/2025	31.40
SAN CARLOS HARDWARE	KIMBALL SENIOR CENTER SUPPLIES/CSD		7/22/2025	120.77
SCHALCHLIN, SHERRI N	MISS NC SUPPLIES/CSD FY25		7/22/2025	266.44
SMART & FINAL	CASA SUMMER FUN FIELD TRIP REFRESHMENTS/CSI		7/22/2025	60.46
SMART & FINAL	FAB JUNE DANCE SUPPLIES/CSD		7/22/2025	95.97
SPOTIFY	MONTHLY SUBSCRIPTION/CSD		7/22/2025	19.99
STAPLES BUSINESS ADV	FAB PROGRAMMING SUPPLIES/CSD		7/22/2025	336.60
STEAM PURCHASE	CASA ESPORTS PROGRAMMING/CSD		7/22/2025	231.60
THE CONTAINER STORE	FAB PROGRAMMINS SUPPLIES/CSD		7/22/2025	113.72
WAL-MART	CASA SUMMER FUN/CSD		7/22/2025	3.15
WAL-MART	CASA SUMMER FUN/CSD		7/22/2025	21.90
WAL-MART	CASA SUMMER FUN/CSD		7/22/2025	51.12
WALMART	CASA SUMMER FUN/CSD		7/22/2025	119.83
		Total for Comm Svcs		**9,293.07**
Council				
94TH AERO SQUADRON	CC/MEAL ACCOMODATION FOR OUTREACH PUBLIC F		7/22/2025	68.70
ALBERTSONS	CC/WORKPLACE GREENERY FOR STAFF AND VISITO		7/22/2025	18.41
AMAZON.COM	CC/PUBLIC EVENT SERVICE TOOLS		7/22/2025	10.76
AMAZON.COM	CC/HOSPITALITY ITEMS FOR EMPLOYEE RECOGNITI		7/22/2025	24.77
COSTCO WHOLESALE	CC/SERVING HOSPITALITY REFRESHMENT FOR OFF		7/22/2025	231.19
COSTCO WHOLESALE	CC/REFRESHMENT PROVISION FOR COUNCIL AGENI		7/22/2025	24.75
COSTCO WHOLESALE	CC/REFRESHMENT PROVISION FOR COUNCIL AGENI		7/22/2025	24.74
COSTCO WHOLESALE	CC/REFRESHMENT PROVISION FOR COUNCIL AGENI		7/22/2025	24.74
COSTCO WHOLESALE	CC/REFRESHMENT PROVISION FOR COUNCIL AGENI		7/22/2025	24.74
EXPOPREP.IO	CC/EVENTS SUPPLIES AND MATERIALS EXPENSE FO		7/22/2025	(1,044.20)
EXPOPREP.IO	CC/EVENT MATERIA;S FOR COMMUNITY OUTREACH		7/22/2025	1,044.20
EXPOPREP.IO	CC/CANOPY TENT		7/22/2025	1,183.82
EXPOPREP.IO	CC/PORTABLE SHADE STRUCTURE FOR OUTREACH		7/22/2025	1,183.82
HOBBY LOBBY	CC/HOSPITALITY SERVICES FOR AN EMPLOYEE REC		7/22/2025	(13.04)
HOBBY LOBBY	CC/PROMOTIONAL MATERIAL ITEMS FOR DISTRICT :		7/22/2025	20.63
HOME DEPOT CREDIT SE	CC/EQUIPMENT TOOLS FOR DISTRICT EVENTS AND		7/22/2025	42.98
HOME DEPOT CREDIT SE	CC/HOSPITALITY & MATERIALS FOR CITY PUBLIC FUI		7/22/2025	58.13
ISLAND PACIFIC SEAFOOD MA	CC/EVENTS SUPPLIES FOR FILIPINO PLAZA RIBBON (		7/22/2025	11.95
ISLAND PACIFIC SEAFOOD MA	CC/COST ASSOCIATED WITH SET UP MATERIAL FOR		7/22/2025	25.55
ISLAND PACIFIC SEAFOOD MA	CC/HOSPITALITY MEAL FOR SERVICE DISTRICT 3 EV		7/22/2025	34.83
KENTUCKY FRIED CHICKEN	CC/MEAL LUNCH ACCOMODATION FOR INTERNAL ST		7/22/2025	9.00
LOLA HAPPY BISTRO	CC/HOSPITALITY EXPENSE TO FACILITATE PUBLIC E		7/22/2025	22.57

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
TITA'S KITCHENETTE	CC/MEAL ACCOMODATION FOR INTERNAL WORKING		7/22/2025	16.54
VALLARTA SUPERMARKETS	CC/DECORATIVE GREENERY FOR WORKPLACE PUBI		7/22/2025	22.82
			Total for Council	**3,072.40**
Eng/PW				
(APWA - CAD) AMERICAN PUB	WWW.APWA.NET- MEMBERSHIP RENEWAL FOR SM/		7/22/2025	294.00
ALCATRAZ LOCKSMITH	ALCATRAZ LOCKSMITH - COPIES OF KEYS FOR FACI		7/22/2025	45.35
BUSY BEES LOCKS & KEYS IN	SQ *BUSY BEES LOCKS & KEY - EXTRA KEYS FOR SE		7/22/2025	29.36
CALIFORNIA WATER ENV	CALIFORNIA WATER ENVIRON- MEMBERSHIP RENEW		7/22/2025	251.00
GUDBYEK	SP GUDBYEK - CHAIN REPLACEMENT - ENG/PW FY26		7/22/2025	20.65
JERSEY MIKE'S	JERSEY MIKES ONLINE UC - LUNCH FOR MANAGERS		7/22/2025	89.99
SMART & FINAL	SMART AND FINAL - PURCHASE FOR M3 MONTHLY M		7/22/2025	20.98
VITALCHEK	VCN*SAN DIEGO CTY COUNTER -FISH & WILDLIFE CO		7/22/2025	52.50
			Total for Eng/PW	**803.83**
Fire				
ALASKA AIRLINES	FLIGHT SAN TO MCO TRAVELER 1- S.MORA PRC #T34		7/22/2025	183.30
ALASKA AIRLINES	FLIGHT SAN TO MCO TRAVELER 2- B. KREPPS PRC #		7/22/2025	183.30
AMAZON.COM	RG58 N MALE- PLUG CRIMP CONNECTOR		7/22/2025	29.34
AMAZON.COM	FIRE STATION SUPPLIES- HEAVY DUTY BASE TABLET		7/22/2025	40.23
AMAZON.COM	REPLACEMENT PARTS FOR DRUG BOX LATCHES		7/22/2025	47.86
AMAZON.COM	MEDICAL DEVICES USE FOR EXTREME TRAUMA		7/22/2025	103.05
AMAZON.COM	FIRE STATION SUPPLIES- FIRST TACTIAL EXECUTIVE		7/22/2025	142.88
AMAZON.COM	FIRE STATION SUPPLIES- BBQ SAFETY TIMER, NATU		7/22/2025	147.67
AMAZON.COM	FIRE STATION SUPPLIES- DRILL BASE TABLET, BATT		7/22/2025	148.85
CHEVRON	FUEL/WOLF FIRE DEPLOYMENT		7/22/2025	58.99
CONTINUING CHALLENGE	HAZMAT CONFERENCE REGISTRATION - SEPT 3-5 JE		7/22/2025	750.00
EINSTEIN BROS BAGELS	FOOD FOR OUTSIDE RATERS FOR BC PROMOTIONAI		7/22/2025	17.00
EXPEDIA.COM	EXPEDIA BOOKING FEE FOR S.MORA AND B. KREPPS		7/22/2025	3.85
FIRST IN PRODUCTS, IN	CREDIT, FIRST IN PRODUCTS		7/22/2025	(269.11)
FIRST IN PRODUCTS, IN	ATTACK HOSE PACK		7/22/2025	357.58
FIRST IN PRODUCTS, IN	ADJUSTABLE FIVE HIGHRISE PACK		7/22/2025	479.82
HOLIDAY INN	HOTEL 6/29-6/30/25 /WOLF FIRE DEPLOYMENT CONF		7/22/2025	133.10
HOLIDAY INN	HOTEL 6/29-6/30/25 /WOLF FIRE DEPLOYMENT CONF		7/22/2025	133.10
INTERNATIONAL ASSOCI	FIRE RESCUE INTERNATIONAL TRAINING REGISTRAT		7/22/2025	1,598.00
MFI MEDICAL	REPLACEMENT DEFIB PADS FOR LINE MEDIC GEAR		7/22/2025	180.63
NATIONWIDE MEDICAL SURGIC	MDI FOR DEPLOYMENTS		7/22/2025	151.20
PHILLIPS 66	FUEL/WOLF FIRE DEPLOYMENT		7/22/2025	65.70
SOUTHWEST AIRLINES	FLIGHT MCO TO SAN TRAVELER 1- S.MORA PRC #T34		7/22/2025	123.31
SOUTHWEST AIRLINES	FLIGHT MCO TO SAN TRAVELER 2- B. KREPPS PRC #		7/22/2025	123.31
SOUTHWEST AIRLINES	JEFF BOGLE, HAZMAT EMERGENCIES WORKSHOP -		7/22/2025	222.60
STARBUCKS	FOOD FOR OUTSIDE RATERS FOR BC PROMOTIONAI		7/22/2025	23.00
STATER BROS	FOOD FOR OUTSIDE RATERS FOR BC PROMOTIONAI		7/22/2025	34.99

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
			Total for Fire	**5,213.55**
HR				
PARMA	PARMA PUBLIC ENTITY MEMBERSHIP		7/22/2025	300.00
			Total for HR	**300.00**
IT				
AMAZON.COM	NVIDIA MEDIA PLAYER - RETURNED		7/22/2025	(216.41)
AMAZON.COM	LEATHER REPAIR TAPE		7/22/2025	34.50
AMAZON.COM	NVIDIA MEDIA PLAYER		7/22/2025	216.41
AMAZON.COM	HONEYWELL VOYAGER 1400G SCANNER STANDS		7/22/2025	260.96
AMAZON.COM	MINI VESA PC MOUNTS		7/22/2025	434.80
AMAZON.COM	HONEYWELL VOYAGER 1400G SCANNER STANDS		7/22/2025	456.75
CITY OF NATIONAL CITY	CITY OF NATIONAL CITY CARD READER TEST - ACTI\		7/22/2025	(1.00)
CITY OF NATIONAL CITY	CITY OF NATIONAL CITY CARD READER TEST - ACTI\		7/22/2025	1.00
ESRI	ESRI ARCGIS ONLINE SERVICE CREDIT BLOCKS		7/22/2025	240.00
ZOOM	ZOOM.COM SUBSCRIPTION		7/22/2025	843.03
			Total for IT	**2,270.04**
Library				
AMAZON.COM	AMAZON- ARMOIRE, NOT DELIVERED, CREDIT		7/22/2025	(260.99)
AMAZON.COM	AMAZON WATER COOLER (3 OF 3 RETURNED)		7/22/2025	(217.49)
AMAZON.COM	AMAZON WATER COOLER CREDIT		7/22/2025	(217.49)
AMAZON.COM	AMAZON WATER COOLER RETURNED (2 0F 3)		7/22/2025	(217.49)
AMAZON.COM	AMAZON- PROTECTION PLANS, TV AND ELECTRONIC		7/22/2025	48.98
AMAZON.COM	AMAZON TV MOUNT, STAFF LOUNGE, LIBRARY		7/22/2025	58.27
AMAZON.COM	AMAZON BLACK SUN SHADE, UPSTAIRS PATIO		7/22/2025	143.54
AMAZON.COM	AMAZON MEETING TABLE		7/22/2025	170.71
AMAZON.COM	AMAZON ARTIFICAL TURF		7/22/2025	184.77
AMAZON.COM	AMAZON ARTIFICAL TURF		7/22/2025	186.84
AMAZON.COM	AMAZON- GRIDDLE ACCESSORIES, PATIO FURN. CO\		7/22/2025	219.17
AMAZON.COM	AMAZON- COFFEE BAR, DIRECTOR'S OFFICE		7/22/2025	236.85
AMAZON.COM	AMAZON OFFICE CHAIRS, DIRECTOR'S OFFICE		7/22/2025	243.20
AMAZON.COM	ARMOIRE, CREDIT LATER IN STATEMENT, ITEM NOT		7/22/2025	260.99
AMAZON.COM	AMAZON- SMART FIRE TV, STAFF LOUNGE LIBRARY		7/22/2025	286.56
AMAZON.COM	MATERIALS AND SUPPLIES- WINDOW FILM, LIGHTS,		7/22/2025	321.39
AMAZON.COM	AMAZON OUTDOOR DINING SET, UPSTAIRS PATIO		7/22/2025	499.16
AMAZON.COM	AMAZON PATIO FURNITURE, UPSTAIRS PATIO		7/22/2025	500.23
AMAZON.COM	AMAZON OUTDOOR GRIDDLE, UPSTAIRS PATIO		7/22/2025	601.50
AMAZON.COM	AMAZON- 4 WATER COOLERS (3 RETURNED), KITCHE		7/22/2025	1,235.54
WAL-MART	WALMART.COM- LITERACY EVENT 6/28/25, SNACKS		7/22/2025	49.36
WAYFAIR	WAYFAIR- DESK FOR LIBRARY DIRECTOR		7/22/2025	338.17
			Total for Library	**4,671.77**
Police				

Warrant Register #14
9/26/2025 to 10/2/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AMAZON.COM	PRIDE ACCESSORIES		7/22/2025	43.87
AMAZON.COM	WOMENS LOCKER ROOM SUPPLIES		7/22/2025	47.23
AMAZON.COM	WRIST SUPPORT BRACE		7/22/2025	56.09
AMAZON.COM	SURGE PROTECTOR, WEATHERPROOF ELECTRICAL		7/22/2025	65.84
AMAZON.COM	PICTURE FRAMES AND EVENT ACCESSORIES		7/22/2025	485.47
BUSY BEES LOCKS & KEYS IN	SQ *BUSY BEES LOCKS & KEY SALLY PORT DOOR		7/22/2025	38.06
CA HOMICIDE INVESTIGATORS	CA HOMICIDE INVESTIGATORS TUITION FOR CONFEI		7/22/2025	525.00
CAL UNIFORMS	NEW RECRUIT ACCESSORIES FOR ACADEMY		7/22/2025	953.56
CALIFORNIA CLETS USERS GR	SQ *CALIFORNIA CLETS USER TUITION FOR PRC T34		7/22/2025	550.00
CHICK-FIL-A	USE OF FORCE WORKSHOP		7/22/2025	494.05
COSTCO WHOLESALE	4TH OF JULY BBQ		7/22/2025	343.85
CSU SAC CCE	CSU SAC CCE TRAINING TUITION FOR TRAFFIC PRO(		7/22/2025	960.00
FAIRFIELD INN	FAIRFIELD INN & SUITES LODGING FOR TRAINING PF		7/22/2025	1,102.35
FBI NATIONAL ACADEMY ASSO	FBI NATIONAL ACADEMY A TUTION FOR PRC T3444		7/22/2025	775.22
FEDEX KINKOS OFFICE	FEDEX OFFICE 800000836 POLICE ACADEMY LDS PR(		7/22/2025	119.03
FEDEX KINKOS OFFICE	FEDEX OFFICE 800000836 POLICE ACADEMY T3437LI		7/22/2025	119.03
FEDEX KINKOS OFFICE	FEDEX OFFICE 800000836 MATERIAL LDS PRC T3437		7/22/2025	421.07
GALLS PARENT HOLDING	DEMO TRAINING SPRAY, BLUEGUN, AND TASER SIMU		7/22/2025	954.71
HIGHLAND SERVICE STATION	PROPANE FOR BBQ GRILL		7/22/2025	19.03
INT'L FIREARM SPECIALIST	INT'L FIREARM SPECIALIST TRAINING TUITION PROC		7/22/2025	629.00
MAN K9 INC	MAN-K9 INC TRAINING TUITION PROCESSED BY SM F		7/22/2025	124.20
PELOTON	PELOTON* MEMBERSHIP 6/25 TRANSACTION DATE		7/22/2025	44.00
RED ROCK	RED ROCK ADV ROOM DEP TRAINING LODGING DEP		7/22/2025	190.97
RESIDENCE INN	RESIDENCE INN LODGING FOR TRAINING PRC T3382		7/22/2025	782.40
RESIDENCE INN	RESIDENCE INN TRAINING LODGING PRC T3382		7/22/2025	832.40
SAN DIEGO REGIONAL P	REGIONAL TRAINING CENT TRAINING TUITION FOR F		7/22/2025	640.66
SMART & FINAL	4TH OF JULY ONIONS RETURN		7/22/2025	(4.54)
SMART & FINAL	4TH OF JULY ONIONS		7/22/2025	4.83
SMART & FINAL	4TH OF JULY BANANAS AND CHEESE		7/22/2025	21.57
SMART & FINAL	4TH OF JULY GROCERIES		7/22/2025	65.26
SMART & FINAL	4TH OF JULY BBQ GROCERIES		7/22/2025	253.10
SOUTHWEST AIRLINES	SOUTHWES 5262368459539 TRAVEL FOR TRAINING		7/22/2025	331.60
			Total for Police	**11,988.91**
			P-CARD PAYMENTS Total	**41,459.61**
			GRAND TOTAL	**2,328,365.09**

AGENDA REPORT

Department: **Finance**
Prepared by: **Karla Apalategui, Sr. Accounting Assistant**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Warrant Register No. 15 for the Period of 10/3/25 through 10/9/25 in the Amount of $2,265,263.50

RECOMMENDATION:
Ratify Warrants Totaling $2,265,263.50.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
Per Government Section Code 37208, below are the payments issued for the period of 10/3/25 – 10/9/25. Consistent with the Department of Finance's practice, listed below are all payments above $50,000.

Vendor	Check/Wire	Amount	Explanation
Public Emp Retirement	252810133	367,868.02	Service Period 09/16/2025 – 9/29/2025

FINANCIAL STATEMENT:
Warrant Register Total $2,265,263.50

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Not Applicable

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBIT:
Exhibit A – FY26 Warrant Register No. 15

Warrant Register #15
10/3/2025 to 10/9/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
A/P PAYMENTS				
City Atty				
CITY ATTORNEYS ASSOC	CITY ATTORNEYS ASSOCIATION OF SD	376138	10/9/2025	750.00
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 1516 E. 8TH STREET MATT	376140	10/9/2025	3,171.99
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 220 14TH STREET MATTER	376140	10/9/2025	1,435.50
CIVICA LAW GROUP APC	LEGAL SERVICES FOR DANIEL LA SALLE PROPER	376140	10/9/2025	3,156.50
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 1508 E. 8TH STREET MATT	376140	10/9/2025	7,571.14
CIVICA LAW GROUP APC	LEGAL SERVICES FOR STUDIO 6 MATTER	376140	10/9/2025	33,749.00
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 1508 E. 8TH STREET	376140	10/9/2025	1,529.00
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 1700 E. PLAZA BLVD MATTI	376140	10/9/2025	1,576.50
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 1516 E. 8TH STREET MATT	376140	10/9/2025	1,681.50
CIVICA LAW GROUP APC	LEGAL SERVICES FOR 220 14TH STREET	376140	10/9/2025	2,186.46
CIVICA LAW GROUP APC	LEGAL SERVICES FOR LA SALLE PROPERTIES MA	376140	10/9/2025	2,832.00
CIVICA LAW GROUP APC	LEGAL SERVICES FOR STUDIO 6 MATTER	376140	10/9/2025	23,230.73
			Total for City Atty	**82,870.32**
City Mgr				
2-1-1 SAN DIEGO	CITY OF NC SUPPORT OF 211 SERVICES	376126	10/9/2025	11,716.40
			Total for City Mgr	**11,716.40**
Comm Svcs				
BOCHNIAK, ISSA	RFW-REFUND LAS PALMAS POOL CANCELED CLA	376135	10/9/2025	35.00
BOCHNIAK, ISSA	RFW-REFUND LAS PALMAS POOL CANCELED CLA	376135	10/9/2025	5.00
SMART & FINAL	MOP 45756 SNACKS FOR CASA/ CSD	376163	10/9/2025	67.35
SMART & FINAL	MOP 45756 CAMACHO DANCE CAMP SUPPLIES/CS	376163	10/9/2025	168.81
			Total for Comm Svcs	**276.16**
Eng/PW				
AIRGAS USA LLC	MOP 45714 INDUSTRIAL SUPPLIES FY26-PW/WW	376128	10/9/2025	469.31
ASBURY ENVIRONMENTAL	USED OIL PICK UP FY26-PW/EQM	376130	10/9/2025	153.00
FEDEX	THIRD PARTY PRINTING APPROVAL - STREETS&W	376144	10/9/2025	355.64
HOME DEPOT CREDIT SE	BUILDING SUPPLIES FY26-PW/FAC	376145	10/9/2025	153.73
HOME DEPOT CREDIT SE	BUILDING SUPPLIES FY26-PW/FAC	376145	10/9/2025	176.83
HOME DEPOT CREDIT SE	BUILDING SUPPLIES FY26-PW/FAC	376145	10/9/2025	494.00
O'REILLY AUTO PARTS	MOP 75877 AUTO SUPPLIES FY26-PW/EQM	376153	10/9/2025	41.50
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376154	10/9/2025	84.45
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376154	10/9/2025	323.68
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376155	10/9/2025	118.76
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376155	10/9/2025	123.07
PARTS AUTHORITY METR	MOP 75943 AUTO SUPPLIES FY26-PW/EQM	376156	10/9/2025	51.73
PRECISION TEMPERATUR	KITCHEN & REFRIGERATION REPAIRS FY26-PW/F	376157	10/9/2025	1,146.91
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	321.26
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	434.91
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	22.21



Warrant Register #15
10/3/2025 to 10/9/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	107.52
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	114.74
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	123.81
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	214.64
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/EQM	376158	10/9/2025	13.18
PRO BUILD COMPANY	MOP 45707 GENERAL SUPPLIES FY26-PW/FAC	376158	10/9/2025	185.31
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/WW	376159	10/9/2025	61.44
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/STS	376159	10/9/2025	119.65
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/WW	376159	10/9/2025	52.94
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SERVICES FY26-PW/STS	376159	10/9/2025	109.85
SUNBELT RENTALS, INC	STUMP GRINDER RENTAL FY26-PW/PARKS	376165	10/9/2025	364.80
SWEETWATER AUTHORITY	WATER BILL FOR WASTEWATER JUL-SEPT FY26	376166	10/9/2025	33.46
VULCAN MATERIALS COM	ROADWAY MATERIALS FY26-PW/STS	376175	10/9/2025	1,005.97
VULCAN MATERIALS COM	ROADWAY MATERIALS FY26-PW/STS	376175	10/9/2025	614.18
WHITE CAP, LP	SAFETY APPAREL FOR PARKS FY26-PW/PARKS	376176	10/9/2025	289.15
			Total for Eng/PW	**7,881.63**
Finance				
ALLIANT INSURANCE SE	RSWA-FY25-26 SPECIAL LIABILITY INS 9/29/25-9/2	376129	10/9/2025	6,872.42
CITY OF NATIONAL CIT	PETTY CASH REPLENISHMENT FOR 07/1/25 - 07/3	376139	10/9/2025	17.33
CITY OF NATIONAL CIT	PETTY CASH REPLENISHMENT FOR 07/1/25 - 07/3	376139	10/9/2025	24.00
CITY OF NATIONAL CIT	PETTY CASH REPLENISHMENT FOR 07/1/25 - 07/3	376139	10/9/2025	28.44
THE PUN GROUP LLP	RSWA - AUDIT SERVICES 2024	376171	10/9/2025	4,000.00
U S BANK	GO REF BONDS ADMINISTRATION FEE 08/01/25--0	376174	10/9/2025	1,219.00
			Total for Finance	**12,161.19**
Fire				
AT&T	MONTHLY PHONE SERVICES	376131	10/9/2025	721.48
J HARRIS INDUSTRIAL	SERVICES FOR EQUIPMENT	376147	10/9/2025	48.00
J HARRIS INDUSTRIAL	SERVICES FOR EQUIPMENT	376147	10/9/2025	48.00
TINOSA INC	BLUE MAKO BREATHING APPARATUS COMPRESS	376173	10/9/2025	345.59
			Total for Fire	**1,163.07**
Housing				
NAN MCKAY AND ASSOCI	HOUSING CHOICE VOUCHER MB FOR SECT8 DEP	376150	10/9/2025	239.00
NATIONAL CREDIT REPO	JULY-25 FEE FOR CRIMINAL REPOR SET8 DEPT	376151	10/9/2025	161.40
NATIONAL CREDIT REPO	AUGUST-2025 FEE FOR CRIMINAL REPORT FOR S	376151	10/9/2025	134.50
NATIONAL CREDIT REPO	SEPT.-25 FEE FOR CRIMINAL REPORT SECT 8 DEI	376151	10/9/2025	80.70
SOUTH BAY SHREEDDING	MONTHLY FEE FOR SERVICE OF MAY, JUNE & JUI	376164	10/9/2025	105.00
SOUTH BAY SHREEDDING	MONTHLY FEE FOR SEPTEMBER 25	376164	10/9/2025	35.00
SOUTH BAY SHREEDDING	MONTHLY FEE FOR SERV SEPT25	376164	10/9/2025	70.00
			Total for Housing	**825.60**
IT				
AT&T	SBC/AT&T DATA/PHONES FY26	376132	10/9/2025	125.00

Warrant Register #15
10/3/2025 to 10/9/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AT&T	SBC/AT&T DATA/PHONES FY26	376132	10/9/2025	199.00
AT&T	SBC/AT&T DATA/PHONES FY26	376132	10/9/2025	1,933.06
AT&T	SBC/AT&T DATA/PHONES FY26	376133	10/9/2025	7,491.03
COX COMMUNICATIONS	COX BUSINESS DATA/VIDEO FY26	376141	10/9/2025	224.73
COX COMMUNICATIONS	COX BUSINESS DATA/VIDEO FY26	376141	10/9/2025	302.53
COX COMMUNICATIONS	COX BUSINESS DATA/VIDEO FY26	376141	10/9/2025	454.96
			Total for IT	**10,730.31**
Library				
BAKER & TAYLOR	BAKER AND TAYLOR- 2 JUVENILE BOOKS	376134	10/9/2025	21.33
BAKER & TAYLOR	BAKER AND TAYLOR- 4 BOOKS	376134	10/9/2025	68.78
			Total for Library	**90.11**
Neigh Svcs				
HUESO, HECTOR	REIMBURSEMENT REGIONAL TASK FORCE HOME	376146	10/9/2025	82.82
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376158	10/9/2025	35.41
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376158	10/9/2025	148.52
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376158	10/9/2025	345.83
PRO BUILD COMPANY	MOP 45707 PAINT SUPPLIES	376158	10/9/2025	376.74
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SVC	376159	10/9/2025	17.40
PRUDENTIAL OVERALL S	MOP 45742 LAUNDRY SVC	376159	10/9/2025	28.58
SAN JOSE LESSEE LLC	CMPA CONFERENCE PARKING MOATS	376161	10/9/2025	1,043.24
			Total for Neigh Svcs	**2,078.54**
Nutrition				
COZZINI BROS., INC.	KNIFE CLEANING SERVICE FOR FY 26	376142	10/9/2025	70.50
COZZINI BROS., INC.	KNIFE CLEANING SERVICE FOR FY 26	376142	10/9/2025	70.50
PRUDENTIAL OVERALL S	LAUNDRY AND CONSUMABLES FOR FY26	376159	10/9/2025	157.74
PRUDENTIAL OVERALL S	LAUNDRY AND CONSUMABLES FOR FY26	376159	10/9/2025	214.90
SDG&E	GAS AND ELECTRIC FOR FY26	376162	10/9/2025	486.22
SDG&E	GAS AND ELECTRIC FOR FY26	376162	10/9/2025	4,480.19
THE LLOYD PEST CONTR	PEST CONTROL FOR SEPTEMBER 2025	376170	10/9/2025	162.00
			Total for Nutrition	**5,642.05**
Police				
ADVEXURE LLC	MINI DRONE BATTERIES (2 ADDITIONAL)	376127	10/9/2025	432.83
ADVEXURE LLC	MINI DRONE FOR TRAINING	376127	10/9/2025	2,169.56
CAL UNIFORMS INC	FLASHLIGHT AND FLASHLIGHT HOLDER	376136	10/9/2025	1,503.39
CALIFORNIA CAMERA RE	CAMERA LENS REPAIR	376137	10/9/2025	305.00
CYRACOM INTERNATIONA	LANGUAGE LINE FOR DISPATCH FY 2026	376143	10/9/2025	78.65
LEXISNEXIS RISK SOLU	LEXISNEXIS ACCURINT TRAX	376148	10/9/2025	750.00
MILE HIGH SHOOTING A	SWAT SUPPRESSOR COVER	376149	10/9/2025	365.88
NATIONAL EMBLEM INC	SWAT PVC PATCHES	376152	10/9/2025	450.60
SAN DIEGO MIRAMAR CO	TRAINING AOT TUITION FOR PRC T3257	376160	10/9/2025	46.00
SYMBOLARTS, LLC	BADGE QUOTE# 32725	376167	10/9/2025	609.00

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
SYMBOLARTS, LLC	BADGE QUOTE# 32725	376167	10/9/2025	60.00
SYMBOLARTS, LLC	BADGES, BADGE REPAIR, AND PINS FOR FY 2026	376167	10/9/2025	1,313.82
T-MOBILE MOBILE USA	INVESTIGATIONS CASE TIMING ADVANCE	376168	10/9/2025	50.00
THE COUNSELING TEAM	EMPLOYEE SUPPORT SERVICE FY 2026	376169	10/9/2025	225.00
THOMSON REUTERS	INVESTIGATIVE SERVICE FOR DETECTIVES FY 20	376172	10/9/2025	799.21
			Total for Police	**9,158.94**
			A/P PAYMENTS Total	**144,594.32**

EFT PAYMENTS

Building

4LINK NETWORK CONSUL	COLLECT AND TRACK HOME INSPECTION REQUE	1001144	10/3/2025	250.00
4LINK NETWORK CONSUL	COLLECT AND TRACK HOME INSPECTION REQUE	1001145	10/3/2025	250.00
FRIEDMAN IMAGING	LASERFICHE BUILDING FILES SCAN	1001150	10/3/2025	9,229.11
			Total for Building	**9,729.11**

City Atty

BURKE WILLIAMS & SOR	LEGAL SERVICES FOR CUMMINS MATTER	1001148	10/3/2025	28,622.41
BURKE WILLIAMS & SOR	LEGAL SERVICES FOR CUMMINS MATTER	1001148	10/3/2025	5,305.48
BURKE WILLIAMS & SOR	LEGAL SERVICES FOR GVRO	1001148	10/3/2025	3,294.00
BURKE WILLIAMS & SOR	LEGAL SERVICES FOR POLANCO MATTER	1001148	10/3/2025	6,256.50
			Total for City Atty	**43,478.39**

Comm Svcs

AMAZON CAPITAL SERVI	WK 2 CAMACHO DANCE CAMP SUPPLIES/CSD	1001147	10/3/2025	186.98
AMAZON CAPITAL SERVI	FAB PROGRAMMING SUPPLIES/CSD	1001147	10/3/2025	96.36
STAPLES BUSINESS ADV	MOP 45704 MLK OFFICE SUPPLIES/CSD	1001154	10/3/2025	42.28
STAPLES BUSINESS ADV	MOP 45704 FAB OFFICE SUPPLIES/CSD	1001154	10/3/2025	195.53
			Total for Comm Svcs	**521.15**

Eng/PW

GRAINGER	MOP 65179 SEWER SUPPLIES FY26-PW/WW	1001151	10/3/2025	339.28
GRAINGER	MOP 65179 STREET SUPPLIES FY26-PW/STS	1001151	10/3/2025	17.80
VISTA PAINT	MOP 68834 TRAFFIC PAINT SUPPLIES FY26-PW/ST	1001157	10/3/2025	464.93
BOOT WORLD	MOP 64096 WORK BOOTS FOR F.ORNELAS FY26-I	1001158	10/3/2025	146.79
BOOT WORLD	MOP 64096 WORK BOOTS FOR S.VOSA FY26-PW/I	1001158	10/3/2025	156.58
BOOT WORLD	MOP 64096 WORK BOOTS FOR F.LEOMITI FY26-PV	1001158	10/3/2025	195.73
GRAINGER	MOP 65179 AUTO SUPPLIES FY26-PW/EQM	1001160	10/3/2025	33.14
POWERSTRIDE BATTERY	MOP 67839 AUTO BATTERIES FY26-PW/EQM	1001161	10/3/2025	413.36
SEDANO FORD OF LM, I	R&M CITY VEHICLES FY26-PW/EQM	1001162	10/3/2025	92.33
SEDANO FORD OF LM, I	R&M CITY VEHICLES FY26-PW/EQM	1001162	10/3/2025	1,614.76
WETMORES	MOP 80333 AUTO SUPPLIES FY26-PW/EQM	1001163	10/3/2025	43.33
WILLY'S ELECTRONIC S	MOP 45763 AUTO SUPPLIES FY26-PW/EQM	1001164	10/3/2025	51.31
WILLY'S ELECTRONIC S	MOP 45763 AUTO SUPPLIES FY26-PW/EQM	1001164	10/3/2025	18.15
			Total for Eng/PW	**3,587.49**

Fire

Warrant Register #15
10/3/2025 to 10/9/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
AMAZON CAPITAL SERVI	SAFETY ASSESSMENT PROGRAM SUPPLIES/AMA	1001147	10/3/2025	(10.32)
			Total for Fire	**(10.32)**
HR				
LIEBERT CASSIDY WHI	SD EMP REL CONSORTIUM MEMBERSHIP 07/01/25	1001152	10/3/2025	900.00
SMART SOURCE OF CALI	MOP #63845/HR/OFFICE SUPPLIES	1001153	10/3/2025	129.68
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001154	10/3/2025	119.38
STAPLES BUSINESS ADV	MOP #45704/HR/OFFICE SUPPLIES	1001154	10/3/2025	128.80
			Total for HR	**1,277.86**
IT				
ESCRIBE SOFTWARE LTD	ESCRIBE ANNUAL LICENSING 09/01/25-08/31/26	1001159	10/3/2025	33,121.54
WILLY'S ELECTRONIC S	MOP #45763 / ELECTRONICS ACCESSORIES FY26/	1001164	10/3/2025	87.01
WILLY'S ELECTRONIC S	MOP #45763 / ELECTRONICS ACCESSORIES FY26	1001164	10/3/2025	111.57
			Total for IT	**33,320.12**
Library				
AMAZON CAPITAL SERVI	AMAZON- FAMILY LITERACY- SUPPLIES	1001147	10/3/2025	475.78
AMAZON CAPITAL SERVI	AMAZON- FAMILY LITERACY- SUPPLIES	1001147	10/3/2025	58.68
AMAZON CAPITAL SERVI	AMAZON- FAMILY LITERACY- SUPPLIES	1001147	10/3/2025	32.32
AMAZON CAPITAL SERVI	AMAZON- FAMILY LITERACY- SUPPLIES	1001147	10/3/2025	11.49
AMAZON CAPITAL SERVI	AMAZON- FAMILY LITERACY	1001147	10/3/2025	362.99
			Total for Library	**941.26**
Neigh Svcs				
GRAINGER	MOP 65179 PAINT SUPPLIES	1001151	10/3/2025	244.24
			Total for Neigh Svcs	**244.24**
Nutrition				
ALDEMCO	FOOD/CONSUMABLES FOR NUTRITION	1001146	10/3/2025	561.89
ALDEMCO	FOOD/CONSUMABLES FOR NUTRITION	1001146	10/3/2025	883.99
ALDEMCO	FOOD/CONSUMABLES FOR NUTRITION	1001146	10/3/2025	975.67
			Total for Nutrition	**2,421.55**
Planning				
TRANS-LANG	TRANSLATION SERVICES FOR PC MEETING 9/15/2	1001156	10/3/2025	1,380.82
			Total for Planning	**1,380.82**
Police				
AMAZON CAPITAL SERVI	PACT CLUB TIMER III - SHOT TIMERS	1001147	10/3/2025	282.64
DEEPNET SECURITY	DEEPNET LICENSES AND SUPPORT	1001149	10/3/2025	2,122.40
STAPLES BUSINESS ADV	MOP #45704 / ANTI FATIGUE MAT / RECORDS	1001154	10/3/2025	130.48
STAPLES BUSINESS ADV	MOP #45704 / FLOOR CHAIRMAT BLK / RECORDS	1001154	10/3/2025	164.00
T'S & SIGNS INC	BPO T SHIRTS & SIGNS FY2026 FAMILY DAY SHIR	1001155	10/3/2025	1,431.42
			Total for Police	**4,130.94**
			EFT PAYMENTS Total	**101,022.61**
Payroll				
PY91686			10/8/2025	1,610,129.23

Warrant Register #15
10/3/2025 to 10/9/2025

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
			Payroll Total	**1,610,129.23**
WIRED PAYMENTS				
Eng/PW				
ARCO BUSINESS SOLUTI	FUEL FOR CITY FLEET SEPT FY26-PW/EQM	252790182	10/7/2025	41,649.32
			Total for Eng/PW	**41,649.32**
Finance				
PUBLIC EMP RETIREMEN	SERVICE PERIOD 09/16/2025 - 09/29/2025	252810133	10/9/2025	367,868.02
			Total for Finance	**367,868.02**
			WIRED PAYMENTS Total	**409,517.34**
			GRAND TOTAL	**2,265,263.50**

AGENDA REPORT

Department: **Community Development**
Prepared by: **Samuel Marrinan, Building Official**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Second Reading and Adoption of Multiple Ordinances Amending the National City Municipal Code Chapters 15.08, 15.14, 15.20, 15.24, 15.75, 15.78 and 15.79 Related to California Codes for Electrical, Energy, Building, Plumbing, and Mechanical.

RECOMMENDATION:
Adopt the Ordinances for the 2025 California Building Code; the 2025 California Residential Code; the 2025 California Existing Building Code; the 2025 California Electrical Code and 2023 National Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code; the 2025 California Green Building Standards Code; and all Appendices Related to These Codes.

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
This item was set for hearing for the October 21, 2025 City Council meeting, but was continued to November 4, 2025 in order to provide additional time for review of the multiple attachments.

EXPLANATION:
On November 4, 2025, the City Council introduced the Ordinances for the 2025 California Building Code; the 2025 California Residential Code; the 2025 California Existing Building Code; the 2025 California Electrical Code and 2023 National Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code; the 2025 California Green Building Standards Code; and all Appendices related to these Codes. Adoption of these model codes by reference is authorized by Government Code Sections 50022.2 through 50022.4, and Section 6066.

State law requires that the City of National City adopt the same model codes as the State of California and limit technical amendments to those necessitated due to local topographical, geographical or climatic conditions. Specific findings regarding local technical amendments must be made by the local jurisdiction and filed with the Department of Housing and Community Development. State law does not restrict local amendments to the administrative provisions of the codes. In order to adhere to State law and ensure safety standards throughout the construction process, staff is recommending that the model codes be adopted with minimal revisions.

FINANCIAL STATEMENT:
There would no fiscal impact to the City, as changes would not result in the need for additional permits or fees.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Housing and Community Development

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Second Reading

EXHIBITS:
Exhibit A – Ordinance 2025 California Building Code
Exhibit B – Ordinance 2025 California Residential Code
Exhibit C – Ordinance 2025 California Existing Building Code
Exhibit D – Ordinance 2025 California Electrical Code & 2023 National Electrical Code
Exhibit E – Ordinance 2025 California Mechanical Code
Exhibit F – Ordinance 2025 California Plumbing Code
Exhibit G – Ordinance 2025 California Energy Code
Exhibit H – Ordinance 2025 California Green Building Standards Code

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING VOLUMES I AND II AND APPENDICES B, C, D, F, G, H, I , J, K, L, M, N AND O OF THE 2025 CALIFORNIA BUILDING CODE, AMENDING CERTAIN SECTIONS OF THAT CODE, AND AMENDING CHAPTER 15.08 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, the City Council finds that the minor modifications and changes to the California Building Standards Code are reasonably necessary to ensure consistent application of the codes throughout the State; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopts Volumes I and II, and Appendices B, C, D, F, G, H, I, J, K, L, M, N, AND O of the 2025 California Building Code, except as amended in Chapter 15.08 of the National City Municipal Code.

Section 2. That the City Council of the City of National City hereby deletes, adds, or modifies certain provisions of the 2025 California Building Code based on local climatic, topographic, or geological conditions that justify deviating from that code.

Section 3. That the City Council of the City of National City hereby amends Chapter 15.08 of the National City Municipal Code to read as follows:

CHAPTER 15.08 CALIFORNIA BUILDING CODE

Sections:

15.08.010 2025 California Building Code - Adopted.
15.08.020 Chapter 2, Definitions - Amended.
15.08.025 Chapter 1, Division II, Section 104 "Duties and Powers of Building Official",

	Subsection 104.6 "Right of entry" - Amended.
15.08.030	Chapter 1, Division II, Section 105 “Permits", Subsection 105.2 "Work exempt from permit - Building" - Amended.
15.08.040	Chapter 1, Division II, Section 105 "Permits", Subsection 105.5 "Expiration" - Amended.
15.08.045	Chapter 1, Division II, Section 105 "Permits", Subsection 105.7 "Placement of permit" - Amended.
15.08.050	Chapter 1, Division II, Section 105 "Permits", Subsection 105.8 "Permit denial" - Added. Chapter 1, Division II, Section 109 "Fees", Subsection 109.2 "Schedule of permit fees" - Amended. Chapter 1, Division II, Section 109 "Fees," Subsection 109.7 "Plan review fees" - Added.
15.08.060	Chapter 1, Division II, Section 109 "Fees", Subsection 109.4 "Work commencing before permit issuance" - Amended.
15.08.065	Chapter 1, Division II, Section 11O "Inspections", Subsection 110.3.8.1 "Re-inspections" - Added.
15.08.070	Chapter 1, Division 11, Section 111 "Certificate of Occupancy", Subsection 111.3 "Temporary occupancy" - Amended.
15.08 .075	Chapter 1, Division II, Section 113 "Board of Appeals ", Subsection 113.1 "General" - Amended.
15.08.080	Chapter 1, Division 11, Section 114 “Violations", Subsection 114.1 "Unlawful acts" - Amended.
15.08.085	Section 501 "General", Subsection 501.2 "Address identification" - Amended.
15.08.087	Survey required

15.08.090 Table 1505.1 "Minimum roof covering classification for types of construction" - Amended.
Chapter 18, Division II, Section 1803 "Geotechnical Investigations", Subsection 18.1.1.1 – Added.
Chapter 31, Division II, Section 3109 Swimming Pool Enclosures and Safety Devices, Subsection 3109.4.4.8 "Construction requirements for building a pool or spa" - Amended.
15.08.095 Appendix Chapters B, C, D, F, G, H, I, J, K, L, M, N, and O - Adopted.

15.08.010 2025 California Building Code - Adopted. The City Council adopts, for the purpose of prescribing regulations governing the erection, construction, enlargement, alteration , repair, moving, removal, demolition, conversion, occupancy, use, height, area, fire resistance and maintenance of all buildings and/or structures, Volumes I and II of the 2025 California Building Code, including both Administration Divisions I and II, published in the California Building Standards Commission 2025 Edition, based on the International Building Code 2024 Edition, California Code of Regulations, Title 24, Part 2, Part 2.5 of Division 13 of the California Health and Safety Code beginning with section 18901, and Appendices B, C, D, F, G, H, I, J, K, L, M, N, and O, save and except such portions as are deleted, added, or modified. The City Council does specifically and expressly find and declare that the nature and uniqueness of the dry Southern California climate, and the geographical and topographical conditions in the City of National City, including the age and concentration of structures, and differences in elevation throughout the City, do reasonably necessitate and demand changes in and variations from the 2025 California Building Code. Copies of all the codes are filed in the office of the Building Official and are adopted and incorporated as fully set out in this chapter, and the provisions thereof shall be controlling within the city limits.

15.08.020 Chapter 2. Definitions – Amended. Section 202 "Building, Existing" of the 2025 California Building Code is amended by amending the following definition

202 Building, Existing. An "existing building" is a building erected prior to the adoption of the 2025 California Building Code, or one for which a legal building permit has been issued.

15.08.025 Chapter 1. Division II, Section 104 "Duties and Powers of Building Official", Subsection 104.6 "Right of Entry" - Amended. Subsection 104.6 of the 2025 California Building Code is amended to read as follows:

104.5 *Right of Entry*. When necessary to make an inspection to enforce any of the provision of this code, or when the Building Official has reasonable cause to believe that there exists in any building or upon any premises a condition which makes such building or premises unsafe, dangerous or hazardous, the Building Official, or his or her designee, may request entry as specified in Chapter 1.12 of the National City Municipal Code.

15.08.030 Chapter 1. Division II, Section 105 "Permits, "Subsection 105.2" Work Exempt from Permit - Building" - Amended. Subsection 105.2 Building: Item 4 of the 2025 California Building Code is amended to read as follows:

(Items 1 - 3 unchanged)

4. Permits for retaining walls shall be as specified in the National City Municipal Code, Chapter 15.70.

(Items 5 - 13 unchanged)

Subsection 105.2 “Work exempt from permit - Building” of the 2025 California Building Code is amended by adding the following Subsections 14 through 17:

14. Playground, gymnastic and similar equipment and structures use for recreation and athletic activities accessory to Group R Division 3 structures.
15. Repairs to lawfully existing Group R Division 3 structures and Group U occupancy structures accessory to Group R Division 3 structures constructed pursuant to a building permit which involves only the replacement of component parts or existing work completed with similar materials only for the purpose of maintenance and do not affect any structural components or plumbing, mechanical or electrical installations. Repairs exempt from permit requirements shall not include any addition, change, or modification in construction, exit facilities or permanent fixtures or equipment. Specifically exempt from permit requirements are:
    1) Painting and decorating including refinishing Exterior stucco finishes.
    2) Of Installation of floor covering.
    3) Cabinet Work
    4) Outside paving on private property not within the public right-of-way.
16. Ground mounted satellite antennas not exceeding ten feet in diameter and roof mounted satellite antennas not exceeding eight feet in diameter.
17. Painted wall signs and Styrofoam or other foam mounted wall signs.

15.08.040 Chapter 1. Division II, Section 105 "Permits". Subsection 105.5 "Expiration" - Amended. Subsection 105.5 of the 2025 California Building Code is amended to read as follows:

105.5 Expiration. Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within twelve calendar months from the date of such permit issuance, or if the building or work authorized by such permit is stopped at any time after work has commenced for a period of six calendar months, or if the building or work authorized by such permit exceeds three calendar years from the issuance date of the permit. Work shall be presumed to have commenced if the permittee has obtained a required inspection approval of work authorized by the permit by the Building Official within twelve calendar months of the date of permit issuance.

Work shall be presumed to be stopped if the permittee has not obtained a required inspection approval of work by the Building Official within each six months period upon commencement of work authorized by such permit.

In order for work to be recommenced, a Permit Extension Request must be submitted in writing and approved by the Building Official. Eligibility for a permit extension is specified below.

1. For permits for which work has not commenced in the first twelve calendar months from the date of permit issuance, a permit extension may be obtained provided that:

    A. No changes have been made or will be made in the original plans and specifications for such work;

B. The expiration has not exceeded three years from the original issuance date;

C. The same edition of the adopted codes is in effect as used in the initial plan check;

D. A fee equal to one-half the amount required for a new permit is paid.

E. The permit, even if extended, shall still expire three calendar years from the date of the initial permit issuance.

2. For permits where work was commenced and was subsequently stopped as defined herein, a permit extension may be obtained provided that:

A. No changes have been made or will be made in the original plans and specifications for such work;

B. The expiration has not exceeded three years from the original issuance date;

C. A fee equal to one-half the amount required for a new permit is paid, except that where construction has progressed to the point of requiring only a final inspection, a fee equal to one-quarter of the amount required for new permit shall be paid; and

D. A renewal permit shall expire three calendar years from the date of the initial permit issuance.

3. Extension of an unexpired permit. For an extension of an unexpired permit, the permittee may apply for an extension of time within which work under that permit may be continued when for good and satisfactory reasons, by the Building Official in his or her sole discretion, the permittee is unable to continue work within the time required by section 15.08.040. The Building Official may extend the time for action by the permittee for a period not exceeding six calendar months beyond the expiration date in effect at the time of the extension application, upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action being taken.

4. Permits issued where the permittee has been deployed to a foreign country may be held in abeyance until six months after the return of the permittee from his/her deployment, if necessary, upon application for such relief by the permittee.

15.08.045 Chapter 1, Division II, Section 105 "Permits", Subsection 105.7 "Placement of Permit" - Amended. Subsection 105.7 of the 2025 California Building Code is amended to read as follows:

105.7 Placement of Permit. The building permit or a copy, the inspection record, and the approved plans shall all be kept on site until the completion of the project. The inspection record is to be kept on the job unless removed by the Building Official.

15.08.050 Chapter 1, Division II, Section 105 "Permits", Subsection 105.8 "Permit Denial" - Added. Subsection 105.8 is added to the 2025 California Building Code to read as follows:

105.8 Permit Denial. The Authority Having Jurisdiction may deny the issuance of a building permit on any property where there exists an unsafe or a substandard building as provided in Chapter 15.10 and 15.16 of the National City Municipal Code, or where there exists unlawful construction, or where there exists a violation of the National City Municipal Code.

15.8.55 Chapter 1, Division II, Section 109 "Fees", Subsection 109.2 "Schedule of Permit Fees" - Amended. Subsection 109.2 of the 2025 California Building Code is amended to read as follows:

109.2 Schedule of Permit Fees. Permit fees, including plan review fees, shall be assessed in accordance with the current City of National City Fee Schedule.

15.8.55 Chapter 1, Division II. Section 109 "Fees." Subsection 109.7 "Plan Review Fees" - Added. Subsection 109.7 is added to the 2025 California Building Code to read as follows

109.7 Plan Review Fees. Where a plan or other data is required to be submitted in accordance with Section 104.3.1, a plan review fee shall be paid at the time of submitting construction documents for review.

The plan review fees for mechanical system work shall be assessed in accordance with the current City of National City Fee Schedule.

The plan review fees specified in this subsection are separate fees from the permit fees.

Where plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged in accordance with the current City of National City Fee Schedule.

15.08.060 Chapter 1, Division II. Section 109 "Fees", Subsection 109.4 "Work commencing before permit issuance" - Amended. Subsection 109.4 of the 2025 California Building Code is amended to read as follows:

109.4 Work Commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an administrative penalty equal to the inspection fee portion of the permit fee that would be required by this code if a permit were to be issued. The administrative penalty is in addition to a permit fee.

When a plan review is required for issuance of such permit, the plan review fee portion will not be subject to said penalty. The payment of such administrative penalty shall not exempt any person from compliance with all other provisions of this code or from any penalty prescribed by law.

15.08.065 Chapter 1. Division II, Section 110 "Inspections". Subsection 110.3.8.1 “Re-inspections" - Added. Subsection 110.3.8.1 is added to the 2025 California Building Code to read as follows:

Re-inspections. A re-inspection fee may be assessed for each inspection or re-inspection when any of the following occurs:

1. The portion of work for which the inspection was called is not complete or the corrections previously required and called for are not made;
2. Calling for an inspection before the job is ready for such inspection or re-inspection;
3. The inspection record card or the approved plans are not posted or otherwise available to the inspector;
4. Failure to provide access on the date for which the inspection is requested; or
5. Deviating from the approved plans when such deviation or change required approval of the Building Official.

To obtain a re-inspection, the permittee shall pay the re-inspection fee in accordance with the current City of National City Fee Schedule. In instances where a re-inspection fee has been assessed, no further inspections shall be performed until the fees have been paid.

15.08.070 Chapter 1. Division II, Section 111 "Certificate of Occupancy", Subsection 111.3 “Temporary Occupancy “- Amended. Subsection 111.3 of the 2025 California Building Code is amended to read as follows:

111.3 Temporary Certificate of Occupancy. Where a project or a major portion thereof is substantially complete and can be safely occupied, but practical difficulties delay completion of work, the Building Official may issue a Temporary Certificate of Occupancy for the use of a portion or portions of the building or structure prior to the completion of the entire project.

Prior to issuance of a Temporary Certificate of Occupancy, the premises shall be inspected by all affected city departments who shall prepare a list of work required to be completed and shall forward the list along with a recommendation for approval or disapproval of the issuance of a Temporary Certificate of Occupancy to the Building Official.

Upon receipt of a recommendation for approval from all affected City departments, the Building Official may prepare a Temporary Certificate of Occupancy granting temporary occupancy that shall include the following:

1. Work yet to be completed;
2. Maximum time allotted for completion of said work;
3. Property owner's signature and the signature of the contractor agreeing to complete the work within the prescribed time or vacate the premises upon order of the Building Official until such work is completed;
4. Evidence that a faithful performance bond has been posted if required by any affected city department; and
5. A copy of the Temporary Certificate of Occupancy granting temporary occupancy shall be provided to all affected city departments.

15.08.075 Chapter 1. Division II, Section 113 "Means of Appeals ", Subsection 113.1 “General” - Amended. Subsection 113.1 of the 2025 California Building Code is amended to read as follows:

113.1 Means of Appeals. In order to hear and decide appeals of orders, decisions, or determinations of the Building Official relative to the application and interpretation of this code, the City Council shall appoint an ad hoc Board of Appeals comprised of three (3) members who are qualified by experience and training to pass upon matters pertaining to building construction and who are not employees of the City. Board members shall serve at the pleasure of the City Council. The board shall comply with Rosenberg's Rules of Order in conducting their business, and shall render written decisions and findings to the appellant with a copy to the Building Official. Decisions of the Board may be appealed to the City Council by the appellant or by the Building Official within thirty (30) days of the decision of the Board, by the filing of a written notice of appeal with the Director of Community Development stating the reasons for the appeal. The person filing the appeal and the opposing party shall be given at least ten (10) days' written notice of the time and place of the hearing on the appeal.

15.08.080 Chapter 1, Division II, Section 114 "Violations ", Subsection 114.1 “Unlawful acts" – Amended. Subsection 114.1 of the 2025 California Building Code is amended to read as follows:

114.1 Unlawful Acts. It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of this code.

Violation of any provision of this code shall be punishable as a misdemeanor and shall carry the penalties as prescribed in Chapter 1.20 of the National City Municipal Code.

15.08.085 Section 501 "General", Subsection 501.2 "Address identification” - Amended. Subsection 501.2 of the 2025 California Building Code is amended to read as follows:

501.2 Address identification. Every principal building or structure within the incorporated limits of the City of National City shall be identified by a designated street number as issued by the Engineering Department.

Approved numbers or addresses shall be placed on all new and existing buildings, adjacent to the principal entrance to the premises or at a point that is highly visible and legible from the street. If necessary, directional signs shall be posted showing proper access to the given address from a point where the Fire Department access roadway leaves the dedicated street, to the entrance of each addressed building. All such numbers shall be Arabic numerals or alphabetical letters and shall be a minimum of 4 inches (102mm) high with a minimum stroke width of 0.5 inches (12.7mm), and shall be placed on a contrasting background.

15.08.087 Survey required.

When any proposed building will be constructed up to the minimum front, side, or rear yard setback, and no monuments exist, a survey from a State of California licensed surveyor shall be required as part of the plan review submittal.

15.08.090 Table 1505.1 "Minimum roof covering classification for types of construction" - Amended. Table 1505.1 of the 2025 California Building Code is amended to read as follows:

Due to climatic and geographical conditions within the City of National City, Table 1505.1 is amended as follows:

Table 1505.1
Minimum Roof Covering
Classification for Types of Construction

IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
B	B	B	B	B	B	B	B	B

15.8.92 Chapter 18, Division II, Section 1803 "Geotechnical Investigations", Subsection 1803.1. 1. 1 - Added. Subsection 1803.1.1.1 is added to the 2025 California Building Code to read as follows:

1803.1.1.1 A geotechnical investigation shall be submitted with each application for a building permit for a new building or addition 500 square feet and larger. The investigation and report shall comply with the requirements of Section 1803.

15.8.93 Chapter 31, Division II, Section 3109 "Swimming Pools, Spas, and Hot Tubs," Subsection 3109.1 "Construction requirements for building a pool or spa" – Added. Subsection 3109.1 is added to the 2025 California Building Code to read as follows:

3109.1 General. The design and construction of swimming pools, spas, and hot tubs shall comply with the International Swimming Pool and Spa Code. Swimming pools utilized for public school purposes shall also be designed, constructed and inspected in accordance with this code.

Whenever any building permit is issued and there is an existing swimming pool, toddler pool or spa, the permit shall require that the suction outlet of the existing swimming pool, toddler pool or spa be updated so as to be equipped with an anti-entrapment cover meeting current standards of the American Society for Testing and Materials (ASTM) or the American Society of Mechanical Engineers (ASME).

15.08.095 Appendix Chapters B, C, D, F, G, H, I, J, K. L, M, N and O - Adopted. Appendix Chapters B, C, D, F, G, H, I, J, K, L, M, N and O of the 2025 California Building Code are adopted.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA RESIDENTIAL CODE, AMENDING CERTAIN SECTIONS OF THAT CODE, AND AMENDING CHAPTER 15.79 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, the City Council finds that the minor modifications and changes to the California Building Standards Code are reasonably necessary to ensure consistent application of the codes throughout the State; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopts the 2025 California Residential Code, California Code of Regulations, Title 24, Part 2.5 except as amended in Chapter 15.79 of the National City Municipal Code.

Section 2. That the City Council of the City of National City hereby deletes, adds, or modifies certain provisions of the 2025 California Residential Code.

Section 3. That the City Council of the City of National City hereby amends Chapter 15.79 of the National City Municipal Code to read as follows:

CHAPTER 15.79

CALIFORNIA RESIDENTIAL CODE

Sections:

15.79.010 2025 California Residential Code - Adopted.

15.79.025 Chapter 1, Division II, Section R104 "Duties and Powers of the Building Official", Subsection R104.6 "Right of entry" - Amended.

15.79.030 Chapter 1, Division II, Section R105 "Permits", Subsection R105.2 "Work Exempt From Permit - Building" - Amended.

15.79.040 Chapter 1, Division II, Section R105 "Permits", Subsection R105.5 "Expiration" - Amended.

15.79.045 Chapter 1, Division II, Section R105 "Permits", Subsection R105.7 "Placement of Permit" - Amended.

15.79.050 Chapter 1, Division II, Section R105 "Permits", Subsection R105.8.1 "Permit Denial" – Added.

15.79.055 Chapter 1, Division II, Section R108 "Fees", Subsection R108.2 "Schedule of Permit Fees" - Amended.

15.79.060 Chapter 1, Division II, Section R108 "Fees", Subsection R108.6 "Work Commencing Before Permit Issuance" – Amended

15.79.065 Chapter 1, Division II, Section R109 "Inspections", Subsection 109.3.1 "Reinspections" - Added.

15.79.070 Chapter 1, Division II, Section R110 "Certificate of Occupancy", Subsection R110.4 "Temporary Occupancy" - Amended.

15.79.075 Chapter 1, Division II, Section R112 "Board of Appeals", Subsection R112.1 "General" - Amended.

15.79.076 Chapter 1, Division II, Section 112 "Board of Appeals," Subsection R112.4 "Administration" – Added

15.79.080 Chapter 1, Division II, Section R113 "Violations ", Subsection R113.1 "Unlawful acts" - Amended.

15.79.082 Section 202 Definitions "Building Existing" - Amended.

15.79.085 Chapter 1, Division II, Section R319 "Site Addresses ", Subsection R319.1 "Address identification" - Amended.

15.72.090 Chapter 1, Division II, Section R902 "Fire Classification", Subsection R902.1.3 "Roofing coverings in all other areas" - Amended.

15.79.095 Plan review fees.

15.79.010 2025 California Residential Code - Adopted. The City Council adopts, for the purpose of prescribing regulations governing the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, use, height, area, fire resistance and maintenance of one- and two-family dwellings and townhouses not more than three stories above grade, the 2025 California Residential Code, published by the California Building Standards Commission based on the International Residential Code 2024 Edition, including specified Appendices, including Administration Divisions I and II, California Code of Regulations Title 24, and Part 2.5 of the California Health and Safety Code beginning with Section 18901, save and except such portions as are deleted, added, or amended by this chapter. The City Council does specifically and expressly find and declare specific changes in variation for local amendments to the administrative provisions of the 2025 California Residential Code. Copies of the codes are filed in the office of the Building Official, and are adopted and incorporated as fully set out in this chapter, and the provisions thereof shall be controlling within the city limits.

15.79.025 Chapter 1, Division II, Section R-104 "Duties and powers of the "Building Official", Subsection R104.6 "Right of entry" - Amended. Subsection R104.6 of the 2025 California Residential Code is amended to read as follows:

> R104.6 *Right of Entry.* When necessary to make an inspection to enforce any of the provision of this code, or when the Authority Having Jurisdiction has reasonable cause to believe that there exists in any building or upon any premises a condition or code violation which make such building or premises unsafe, dangerous or hazardous, the Authority Having Jurisdiction, or designee, may request entry as specified in Chapter 1.12 of the National City Municipal Code

15.79.30 Chapter 1. Division II, Section R105 "Permits", Subsection R105.2 "Work exempt from permit - Building" - Amended. Chapter 1, Division II, Subsection R105.2 of the 2025 California Residential Code is amended by adding the following Subsections 11 through 14:

11. Playground, gymnastic and similar equipment and structures used for recreation and athletic activities accessory to Group R Division 3 structures. Repairs to lawfully existing Group R Division 3 structures and Group U occupancy structures accessory to Group R Division 3 structures constructed pursuant to a building permit which involves only the replacement of component parts or existing work completed with similar materials only for the purpose of maintenance and do not affect any structural components or plumbing, mechanical or electrical installations. Repairs exempt from permit requirements shall not include any addition, change, or modification in construction, exit facilities or permanent fixtures or equipment. Specifically exempt from permit requirements are:

A. Painting and decorating including refinishing of exterior stucco finishes.
B. Installation of floor covering.
C. Cabinet work.
D. Outside paving on private property not within the public right-of-

way.

12. Ground mounted satellite antennas not exceeding ten feet in diameter and roof mounted satellite antennas not exceeding eight feet in diameter.
13. Painted wall signs and Styrofoam or other foam mounted wall signs.

15.79.40 Chapter 1, Division II, Section R105 "Permits", Subsection R105.5 "Expiration" - Amended. Subsection R105.5 of the 2025 California Residential Code is amended to read as follows:

R105.5 *Expiration*. Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within twelve calendar months from the date of such permit issuance, or if the building or work authorized by such permit is stopped at any time after the work has commenced for a period of six calendar months, or if the building or work authorized by such permit exceeds three calendar years from the issuance date of the permit. Work shall be presumed to have commenced if the permittee has obtained a required inspection approval of work authorized by the permit by the Building Official within twelve calendar months of the date of permit issuance. Work shall be presumed to be stopped if the permittee has not obtained a required inspection approval of work by the Building Official within each six- month period upon the initial commencement of work authorized by such permit.

In order for work to be recommenced, a Permit Extension Request must be submitted in writing and approved by the Building Official. Eligibility for a permit extension is specified below.

1. For permits for which work has not commenced in the first twelve calendar months from the date of issuance, a permit extension may be obtained provided that:
    A. No changes have been made or will be made in the original plans and specifications for such work;
    B. The expiration has not exceeded three years from the original issuance date;
    C. The same edition of the California codes is in effect as used in the initial plan check;
    D. A fee equal to one-half the amount required for a new permit is paid; and
    E. The renewal permit shall expire three calendar years from the date of initial permit issuance.

2. For permits where work was commenced and was subsequently stopped as defined herein, a permit extension may be obtained provided that:

A. No changes have been made or will be made in the original plans and specifications for such work;

B. The expiration has not exceeded three years from the original issuance date;

C. A fee equal to one-half the amount required for a new permit is paid, except that where construction has progressed and has been approved to the point of requiring only a final inspection, a fee equal to one quarter the amount required for a new permit shall be paid;

D. A renewal permit shall expire three calendar years from the date of initial permit issuance.

3. For an extension of an unexpired permit, the permittee may apply for an extension of the time within which work under that permit may be continued when for good and satisfactory reasons, as determined by the Building Official in his or her sole discretion, the permittee is unable to continue work within the time required by section 15.79.040. The Building Official may extend the time for action by the permittee for a period not exceeding six calendar months beyond the expiration date in effect at the time of the extension application, upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken.

4. Permits issued where the permittee has been deployed to a foreign country, may be held in abeyance until six months after the return of the permittee from his/her deployment, if necessary, upon application for such relief by the permittee.

15.79.045 Chapter 1, Division II. Section R105 "Permits". Subsection R105.7 "Placement of permit" - Amended. Subsection R105.7 of the 2025 California Residential Code is amended to read as follows:

R105.7 *Placement of permit*. The building permit or a copy, the inspection record, and the approved plans shall all be kept on site until the completion of the project. The inspection record is to be kept on the job unless removed by the Building Official.

15.79.050 Chapter 1. Division II, Section R105 "Permits", Subsection R105.8.1 "Permit denial" - Added. Subsection R105.8.1 is added to the 2025 California Residential Code to read as follows:

R105.8.1 *Permit denial*. The Building Official may deny the issuance of a building permit on any property where there exists an unsafe or a substandard building as provided in the Chapters 15.10 and 15.16 of the National City Municipal Code, or where there exists unlawful construction, or where there exists a violation of the National City Municipal Code.

15.79.055 Chapter 1. Division II. Section R108 "Fees". Subsection R108.2 - "Schedule of permit fees" - Amended. Subsection R108.2 of the 2025 California Residential Code is amended to read as follows:

R108.2 *Schedule of permit fees*. Permit fees, including plan review fees, shall be assessed in accordance with the current City of National City Fee Schedule.

15.79.060 Chapter 1. Division II. Section R108 "Fees". Subsection R108.6 "Work commencing before permit issuance" - Amended. Subsection R108.6 of the 2025 California Residential Code is amended to read as follows:

R108.6 *Work commencing before permit issuance*. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an administrative penalty equal to the inspection fee portion of the permit fee that would be required by this code if a permit were to be issued. The administrative penalty is in addition to a permit fee.

When a plan review is required for issuance of such permit, the plan review fee portion will not be subject to said penalty. The payment of such administrative penalty shall not exempt any person from compliance with all other provisions of this code or from any penalty prescribed by law.

15.79.65 Chapter 1. Division II, Section R109 "Inspections", Subsection 109.3.1 "Reinspections" - Added. Subsection R109.3.1 is added to the 2025 California Residential Code to read as follows:

R109.3.1 *Reinspections*. A reinspection fee may be assessed for each inspection or reinspection when any of the following occurs:

1. The portion of work for which the inspection was called is not complete or the corrections previously required and called for are not made;
2. Calling for an inspection before the job is ready for such inspection or reinspection;
3. The inspection record card or the approved plans are not posted or otherwise available to the inspector;
4. Failure to provide access on the date for which the inspection is requested; or,
5. Deviating from the approved plans when such deviation or change required approval of the building official.

To obtain a reinspection, the permittee shall pay the reinspection fee in accordance with the current City of National City Fee Schedule. In instances where a reinspection fee has been assessed, no further inspections shall be performed until the fees have been paid.

15.79.70 Chapter 1. Division II, Section R110 "Certificate of Occupancy", Subsection R110.4 'Temporary occupancy" - Amended. Subsection R110.4 of the 2025 California Residential Code is amended to read as follows:

R110.4. *Temporary Certificate of Occupancy*. Where a project or a major portion thereof is substantially complete and can be safely occupied, but practical difficulties delay completion of work, the Building Official may issue a Temporary Certificate of Occupancy for the use of a portion or portions of the building or structure prior to the completion of the entire project.

Prior to issuance of a Temporary Certificate of Occupancy, the premises shall be inspected by all affected city departments who shall prepare a list of work required to be

completed and shall forward the list along with a recommendation for approval or disapproval of the issuance of a Temporary Certificate of Occupancy to the Building Official.

Upon receipt of a recommendation for approval from all affected City departments. The Building Official may prepare a Temporary Certificate of Occupancy granting temporary occupancy that shall include the following:

1. Work yet to be completed;
2. Maximum time allotted for completion of said work;
3. Property owner's signature and the signature of the contractor agreeing to complete the work within the prescribed time or vacate the premises upon order of the Building Official until such work is completed;
4. Evidence that a faithful performance bond has been posted if required by any affected City department; and
5. A copy of the Temporary Certificate of Occupancy granting temporary occupancy shall be provided to all affected city departments.

15.79.75 Chapter 1. Division II. Section R112 "Board of Appeals ". Subsection R112.1 "General" - Amended. Subsection R112.1 of the 2025 California Residential Code is amended to read as follows:

R112.1 *General*. In order to hear and decide appeals of orders, decisions, or determinations of the Building Official relative to the application and interpretation of this code, the City Council shall appoint an ad hoc Board of Appeals comprised of three (3) members who are qualified by experience and training to pass upon matters pertaining to building construction and who are not employees of the City. Board members shall serve at the pleasure of the City Council. The board shall comply with Rosenberg's Rules of Order in conducting their business, and shall render written decisions and findings to the appellant with a copy to the Building Official. Decisions of the Board may be appealed to the City Council by the appellant or by the Building Official within thirty (30) days of the decision of the Board, by the filing of a written notice of appeal with the Director of Community Development stating the reasons for the appeal. The person filing the appeal and the opposing party shall be given at least ten (10) days' written notice of the time and place of the hearing on the appeal.

15.79.76 Chapter 1, Division II, Section 112 "Board of Appeals." Subsection R112.4 "Administration" - Added. Subsection R112.4 of the 2025 California Residential Code is added to read as follows

R112.4 *Administration*. The Building Official shall take immediate action in accordance with the decision of the board, unless such decision is appealed to the City Council.

15.79.080 Chapter 1. Division II, Section R113 "Violations ", Subsection R113.1 "Unlawful acts" - Amended. Subsection R113.1 of the 2022 California Residential Code is amended to read as follows:

R113.1 *Unlawful acts*. It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use occupy or maintain any building or structure or cause or permit the same to be done in violation of this code.

Violation of any provision of this code shall be punishable as a misdemeanor

and shall carry the penalties as prescribed in Chapter 1.20 of the National City Municipal Code.

15.79.082 Section R202 "Definitions," "Building Existing" - Amended.

Section R202 Definitions "Building, Existing" of the 2025 California Residential Code is amended to read:

R202 *Building, Existing*. An "existing building" is a building erected prior to the adoption of the 2025 California Residential Code, or one for which a legal building permit has been issued. If more than fifty-percent of a structural roof or more than fifty-percent of all exterior walls are removed as part of a project, the building is not an existing building.

15.79.085 Chapter 1, Division II, Section R319 "Site Addresses ", Subsection R319.1 "Address Identification" - Amended. Subsection R319.1 of the 2025 California Residential Code is amended to read as follows:

R319.1 *Address Identification.* Every principal building or structure within the incorporated limits of the City of National City shall be identified by a designated street number as issued by the National City Fire Department.

Approved numbers or addresses shall be placed on all new and existing buildings, adjacent to the principal entrance to the premises or at a point that is highly visible and legible from the street. If necessary, directional signs shall be posted showing proper access to the given address from a point where the Fire Department access roadway leaves the dedicated street to the entrance of each addressed building. All such numbers shall be Arabic numerals or alphabetical letters and shall be a minimum of 4 inches (102mm) high with a minimum stroke width of 0.5 inches (12.7mm), and shall be placed on a contrasting background.

15.72.090 Chapter 1, Division II, Section R902 "Fire Classification", Subsection R902.1.3 "Roof Coverings in all other areas" - Amended. Subsection R902.1.3 of the 2025 California Residential Code is amended to read as follows:

R902.1.3 *Roof Coverings in all other areas*. The entire roof covering of every existing structure where more than fifty percent (50%) of the total roof area is replaced within any one- year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class B.

15.79.095 Plan review fees. Where a plan or other data is required to be submitted in accordance with Section 104.3.2, a plan review fee shall be paid at the time of submitting construction documents for review. The plan review fees shall be assessed in accordance with the current City of National City Fee Schedule. The plan review fees specified in this subsection are separate fees from the permit fees.

Where plans are incomplete or changes so as to require additional plan review, an additional plan review fee shall be charged in accordance with the current City of national City Fee Schedule.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from the

date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA EXISTING BUILDING CODE, AND ADDING CHAPTER 15.90, SECTION 15.90.010 TO THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopt the 2025 California Existing Building Code, Title 24, Part 10, including Parts 8 & 12 establishing regulations for the repair, alteration, change of occupancy, addition and relocation of existing buildings within the city.

Section 2. That the City Council of the City of National City hereby adds Chapter 15.90, Section 15.90.010 of the National City Municipal Code to read as follows:

15.90.010 - 2025 California Existing Building Code - Adopted. The City Council adopts and incorporates herein, for the purpose of prescribing regulations for the repair, alteration, change of occupancy, addition and relocation of existing buildings, the 2025 California Existing Building Code, Title 24, Part. 10, and Parts 8 & 12. Except as otherwise provided by this chapter, all repair, alteration, change of occupancy, addition and relocation of existing buildings shall be in conformance with the 2025 California Existing Building Code.

Section 3. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

ATTEST: Ron Morrison, Mayor

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz,
City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA ELECTRICAL CODE, INCLUDING ANNEX H, AND THE 2023 NATIONAL ELECTRICAL CODE, AND AMENDING CERTAIN SECTIONS OF THOSE CODES, AND AMENDING CHAPTER 15.24 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, the City Council finds that the minor modifications and changes to the California Building Standards Code are reasonably necessary to ensure consistent application of the codes throughout the State; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopts the 2025 California Electrical Code, Annex H of the 2025 California Electric Code, California Code of Regulations, Title 24, Part 3, including all Annexes, and the 2023 National Electrical Code except as amended in Chapter 15.24 of the National City Municipal Code.

Section 2. That the City Council of the City of National City deletes, adds, or modifies certain provisions of the 2025 California Electrical Code and Annex H of the 2025 California Electrical Code.

Section 3. That the City Council of the City of National City hereby amends Chapter 15.24 of the National City Municipal Code to read as follows:

CHAPTER 15.24 CALIFORNIA ELECTRICAL CODE

Sections:

15.24.005	2025 California Electrical Code, Annex H of the 2025 California Electrical Code, and the 2023 National Electrical Code-Adopted and amended.
15.24.010	Annex H, Administration and Enforcement - Adopted and amended.
15.24.015	Annex H, Section 80.13"Authority", Subsection 80.13(7)"Right of Entry"- Amended.
15.24.020	Annex H, Section 80.13 "Authority", Subsection 80.13(17) "Electric Fences Prohibited"-Added.
15.24.025	Annex H, Section 80.19 "Permits and Approvals", Subsection 80.19(0) "Annual permits" - Deleted.
15.24.030	Annex H, Section 80.19 "Permits and Approvals", Subsection 80.19(E) "Fees"-Amended.
15.24.035	Annex H, Section 80.23 "Notice of Violations, Penalties," Subsection 80.23(8)(4) "Work commencing before permit issuance" – Added.
15.24.040	Annex H, Section 80.19 "Permits and Approvals", Subsection 80.19(F) "Inspection and approvals" - Amended.
15.24.045	Annex H, Section 80.19 "Permits and Approvals", Subsection 80.19(H) "Applications and extensions" - Amended.

15.24.050	Annex H, Section 80.19 "Permits and Approvals", Subsection 80.19(1) "Permit denial" - Added.
15.24.055	Annex H, Section 80.23 "Notice of violations, penalties" - Amended.
15.24.060	Annex H, Section 80.25 "Connection to electrical supply", Subsection 80.25(C) "Notification" - Deleted.
15.24.065	Annex H, Section 80.27 "Inspector's qualifications" - Deleted.
15.24.070	Annex H, Section 80.29 "Liability for damages" - Deleted.
15.24.075	Annex G, "Supervisory Control and Data Acquisition (SCADA)" - Deleted.
15.24.080	Article 89 "General Code Provisions", Subsection 89.108.8 "Appeals Board" - Amended.

15.24.005 2025 California Electrical Code, Annex H of the 2025 California Electrical Code, and the 2023 National Electrical Code - Adopted and amended. The City Council adopts, for the purpose of prescribing regulations governing the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures, the 2025 California Electrical Code, Annex H of the 2025 California Electric Code, California Code of Regulations, Title 24, Part 3, including all Annexes, and the 2023 National Electrical Code, The City Council amends, deletes, or adds certain sections of the 2025 Electrical Code, Annex H of the 2025 Electrical Code, and the 2023 National Electrical Code, based on local climatic, topographic or geological conditions that justify deviating from said Codes . The City Council does specifically and expressly find and declare specific changes in variation for local amendments to the administrative provisions of the 2025 California Electrical Code and Annex H of the 2025 California Electrical Code. Copies of these codes are filed in the office of the Building Official, and are adopted and incorporated as if fully set out in this chapter, and the provisions thereof shall be controlling within the city limits.

15.24.010 Annex H. "Administration and Enforcement" - Adopted and amended. Annex H to the 2025 California Electrical Code entitled "Administration and Enforcement", is adopted subject to the following additions, amendments and deletions contained in this chapter.

15.24.015 Annex H, Section 80.13 "Authority ", Subsection 80.13(7) "Right of entry" - Amended. Section 80.13(7) of Annex H of the 2025 California Electrical Code is amended to read as follows:

80.13(7) *Right of entry.* When necessary to make inspection to enforce any provision of this code, or when the Building Official has reasonable cause to believe that there exists in any building or upon any premise a condition or code violation which makes such building or premises unsafe, dangerous or hazardous, the Building Official, or his or her designee, may request entry as specified in Chapter 1.12 of the National City Municipal Code.

15.24.020 Annex H, Section 80.13 "Authority", Subsection 80.13(17) "Electric Fences Prohibited" - Added. Section 80.13 (17) is added to Annex H of the 2025 California Electrical Code as follows:

80.13(17) *Electrical Fences Prohibited.* No electrical fence should be constructed maintained or operated within the City of National City. Electric fences as used herein, include all fences which in any way use electrical energy as an additional deterrent or have wires charged with electricity which are not covered with adequate insulation to protect persons and animals coming in contact therewith.

15.24.025 Annex H, Section 80.19 "Permits and Approvals". Subsection 80.19(D)" Annual Permits" - Deleted. Section 80.19(D) of Annex H of the 2025 California Electrical Code is deleted.

15.24.030 Annex H. Section 80 .19 "Permits and Approvals ", Subsection 80.19(E) " Fees" - Amended. Section 80.19(E) of Annex H of the 2025 California Electrical Code is amended to read as follows:

80.19(E) *Fees*. Fees shall be assessed in accordance with the current City of National City Fee Schedule.

15.24.035 Annex H. Section 80.23 "Notice of Violations. Penalties," Subsection 80.23(C) "Work Commencing Before Permit Issuance" - Added. Subsection 80.23(C) is added to Annex H of the 2025 California Electrical Code as follows:

80.23(C) *Work Commencing Before Permit Issuance.* Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an administrative penalty equal to the inspection fee portion of the permit fee that would be required by this code if a permit were to be issued. The administrative penalty is in addition to a permit fee.

When a plan review is required for issuance of such permit, the plan review fee portion will not be subject to said penalty. The payment of such administrative penalty shall not exempt any person from compliance with all other provisions of this code or from any penalty prescribed by law.

15.24.40 Annex H. Section 80.19 "Permits and Approvals". Subsection 80.19(F) "Inspection and Approvals" - Amended. Section 80.19(F) of Annex H of the 2025 California Electrical Code is amended to read as follows:

80.19(F) Inspection and approvals

1) All electrical systems and equipment for which a permit is required by this code shall be subject to inspection by the Building Official, and the electrical system shall remain accessible and exposed for inspection purposes until approved by the Building Official.

It shall be the duty of the permittee to cause the electrical system to remain accessible and exposed for inspection purposes. Neither the Building Official, nor the City of National City shall be liable for the expense entailed in the removal or replacement of any material required to permit inspection. When the installation of an electrical system and equipment is complete, an additional and final inspection shall be made. Electrical systems and equipment regulated by this code shall not be connected to the energy source until authorized by the Building Official. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the City of National City. Inspections presuming to give authority to violate or cancel provisions of this code or other ordinances of the City of National City shall not be valid.

2) It shall be of the duty of the permittee to notify the Building Official, or his or her designee, that such work is ready for inspection. The Building Official may require that every request for inspection be filed at least one working day before such inspection is desired. Such request may be made in accordance with the proper procedure in place at the time of the request. It shall be the duty of the permittee to provide access to and means for inspection of such work.

3) The requirements of section 15.24.040 shall not be construed to prohibit the operation of any electrical system or equipment installed to replace existing equipment. The request for inspection of such equipment must have been with the Building Official, or his or her designee, not more than forty-eight hours after such replacement work is completed and before any portion of such electrical system is concealed by any permanent portion of the building.

4) A re-inspection fee may be assessed for each inspection or re-inspection when any of the following occurs:

   A. The portion of the work for which the inspection was called is not complete or the corrections previously required and called for are not made;
   B. Calling for an inspection before the job is ready for such inspection or re-inspection;
   C. The inspection record card or the approved plans are not posted or otherwise available to the inspector;
   D. Failure to provide access on the date for which the inspection is requested; or
   E. Deviating from the approved plans when such deviation or change required approval of the Building Official.

To obtain a re-inspection, the permittee shall pay the re-inspection fee in accordance with the current City of National City Fee Schedule. In instances where a re-inspection fee has been assessed, no further inspections shall be performed until the fees have been paid.

15.24.45 Annex H, Section 80.19 "Permits and Approvals ". Subsection 80.19(H) "Applications and Extensions" - Amended. Section 80.19(H) of Annex H of the 2025 California Electrical Code is amended to read as follows:

80.19(H) *Application and Extensions.* Applications for permits shall be made to the authority having jurisdiction on forms provided by the jurisdiction and shall include the applicant's answers in full to inquires set forth on such forms. Applications for permits shall be accompanied by such data as required by the authority having jurisdiction, such as plans and specifications, location, and so forth. Fees shall be determined as required by the local laws.

The authority having jurisdiction shall review all applications submitted and issue permits as required. If an application for a permit is rejected by the authority having jurisdiction, the applicant shall be advised of the reasons for such rejection. Permits for activities requiring evidence of financial responsibility by the jurisdiction shall not be issued unless proof of required financial responsibility is furnished.

Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within twelve calendar months from the date of such permit issuance, or if the building or work authorized by such permit is stopped at any time after work has commenced for a period of six calendar months, or if the building or work authorized by such permit exceeds three calendar years from the issuance date of the permit. Work shall be presumed to have commenced if the permittee has obtained a required inspection approval of work authorized by the permit by the Building Official within twelve calendar months of the date of permit issuance.

Work shall be presumed to be stopped if the permittee has not obtained a required inspection approval of work by the Building Official within each six months period upon commencement of work authorized by such permit.

In order for work to be recommenced, a Permit Extension Request must be submitted in writing and approved by the Building Official. Eligibility for a permit extension is specified below.

1. For permits for which work has not commenced in the first twelve calendar months from the date of permit issuance, a permit extension may be obtained provided that:

    A. No changes have been made or will be made in the original plans and specifications for such work;
    B. The expiration has not exceeded three years from the original issuance date;
    C. The same edition of the adopted codes is in effect as used in the initial plan check;
    D. A fee equal to one-half the amount required for a new permit is paid.
    E. The permit, even if extended, shall still expire three calendar years from the date of the initial permit issuance.

2. For permits where work was commenced and was subsequently stopped as defined herein, a permit extension may be obtained provided that:

    A. No changes have been made or will be made in the original plans and specifications for such work;
    B. The expiration has not exceeded three years from the original issuance date;
    C. A fee equal to one-half the amount required for a new permit is paid, except that where construction has progressed to the point of requiring only a final inspection, a fee equal to one-quarter of the amount required for new permit shall be paid; and
    D. A renewal permit shall expire three calendar years from the date of the initial permit issuance.

3. Extension of an unexpired permit. For an extension of an unexpired permit, the permittee may apply for an extension of time within which work under that permit may be continued when for good and satisfactory reasons, by the Building Official in his or her sole discretion, the permittee is unable to continue work within the time required by section 15.08.040. The Building Official may extend the time for action by the permittee for a period not exceeding six calendar months beyond the expiration date in effect at the time of the extension application, upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action being taken.

4. Permits issued where the permittee has been deployed to a foreign country may be held in abeyance until six months after the return of the permittee from his/her deployment, if necessary, upon application for such relief by the permittee.

15.24.050 Annex H. Section 80.19 "Permits and Approvals ", Subsection 80.19(1) "Permit denial" - Added. Subsection 80.19(1) is added to Annex H of the 2025 California Electrical Code to read as follows:

80.19(1) *Permit Denial.* The Building Official may deny the issuance of a building permit on any property where there exists an unsafe or substandard building as provided in Chapter 15.10 and 15.16 of the National City Municipal Code, or where there exists unlawful construction or a violation of the National City Municipal Code.

15.24.055 Annex H. Section 80.23 "Notice of Violations, Penalties" - Amended. Section 80.23 of Annex H of the 2025 California Electrical Code is amended to read as follows:

80.23 *Violations, Penalties.* It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of this code.

Violations of any provisions of this code may be punishable as a misdemeanor and shall carry the penalties as prescribed in Chapter 1.20 of the National City Municipal Code.

15.24.060 Annex H. Section 80.25 "Connection to electrical supply", Subsection 80.25(C)"Notification" - Deleted. Subsection 80.25(C) of Annex H of the 2025 California Electrical Code is deleted.

15.24.065 Annex H. Section 80.27 "Inspector's qualifications" - Deleted. Section 80.27 of Annex H of the 2025 California Electrical Code is deleted.

15.24.070 Annex H. Section 80.29 "Liability for damages" - Deleted. Section 80.29 of Annex H of the 2025 California Electrical Code is deleted.

15.24.075 Annex G. Supervisory Control and Data Acquisition (SCADA) - Deleted. Annex G of the 2025 California Electrical Code is deleted.

15.24.080 Article 89 "General Code Provisions". Subsection 89.108.8 "Appeals Board" - Amended. Subsection 89.108.8 of Article 89 the 2025 California Electrical Code is amended to read as follows:

Section 108.8.1. *Appeals Board.* In order to hear and decide appeals of orders, decisions, or determinations of the Building Official relative to the application and interpretation of this code, the City Council shall appoint an ad hoc Board of Appeals comprised of three (3) members who are qualified by experience and training to pass upon matters pertaining to building codes, regulations, and ordinances, and who are not employees of the City. Board members shall serve at the pleasure of the City Council. The Board shall comply with Rosenberg's Rules of Order in conducting their business, and shall render written decisions and findings to the appellant with a copy to the Building Official. Decisions of the Board may be appealed to the City Council by the appellant or by the Building Official within thirty (30) days of the Decision of the Board by filing of a written notice of appeal with the Director of Community Development stating the reasons for the appeal. The person filing the appeals and the opposing party shall be given at least ten days' written notice of the time and place of the hearing on the appeal.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA MECHANICAL CODE, INCLUDING APPENDIX CHAPTERS A, B, C, D, E, F AND G, AMENDING CERTAIN SECTIONS OF THAT CODE, AND AMENDING CHAPTER 15.14 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, the City Council finds that the minor modifications and changes to the California Building Standards Code are reasonably necessary to ensure consistent application of the codes throughout the State; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopts the 2025 California Mechanical Code, including Appendix Chapters A, B, C, D, E, F and G, except as amended in Chapter 15.14 of the National City Municipal Code.

Section 2. That the City Council of the City of National City hereby deletes, add, or modifies certain provisions of the 2025 California Mechanical Code.

Section 3. That the City Council of the City of National City hereby amends Chapter 15.14 of the National City Municipal Code to read as follows:

CHAPTER 15.14 CALIFORNIA MECHANICAL CODE

Sections:

15.14.005 2025 California Mechanical Code - Adopted.

15.14.015 Chapter 1, Division II, "Administration" – Adopted and Amended.

15.14.020 Chapter 1, Division II, Section 103 "Powers and Duties of the Authority Having Jurisdiction," Subsection 103.4 "Right of entry" – Amended.

15.14.025 Chapter 1, Division II, Section 107 "Board of Appeals," Subsection 107.1 "General" -Amended.

15.14.030 Chapter 1, Division II, Section 106 "Violations and Penalties," Subsection 106.1 "General" – Amended.

15.14.035 Chapter 1, Division II, Section 104 "Permits," Subsection 104.4.3 "Expiration" – Amended.

15.14.040 Chapter 1, Division II, Section 104 "Permits," Subsection 104.4.7 "Permit denial" – Added.

15.14.045 Chapter 1, Division II, Section 104.5 "Fees" – Amended.

15.14.050 Chapter 1, Division II, Table 104.5 "Mechanical permit fees" – Deleted.

15.14.060 Chapter 1, Division II, Section 104 "Permits," Subsection 104.3.2 "Plan review fees" – Amended.

15.14.065 Chapter 1, Division II, Section 104.5 "Fees," Subsection 104.5.2 "Investigation Fees" – Amended.

15.14.070 Chapter 1, Division II, Section 105 "Inspections and Testing," Subsection 105.2.6 "Re-inspections" – Amended.

15.14.075 Appendix Chapters A, B, C, D, E, F and G- Adopted.

15.14.005 2025 California Mechanical Code – Adopted. The City Council adopts and incorporates herein for the purpose of prescribing in the City of National City, regulations governing the erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance of any heating, ventilating, cooling, refrigeration system, incineration or other miscellaneous heat producing appliance, in or on any building or structure or outdoors on any premises or property, the 2025 California Mechanical Code, including Appendix Chapters A, B, C, and D, California Code of Regulations Title 24, Part 4, except such portions as are deleted, added, or amended by this chapter. The City Council does specifically and expressly find and declare specific changes in variation for local amendments to the administrative provisions of the 2025 California Mechanical Code. Copies of all codes are filed in the office of the Building Official and are adopted and incorporated as fully set out in this chapter, and the provisions thereof shall be controlling within the city limits.

15.14.015 Chapter 1, Division II, "Administration" – Adopted and Amended. Chapter 1, Division II "Administration," of the 2025 California Mechanical Code is adopted subject to the additions, amendments and deletions provided in this Chapter.

15.14.020 Chapter 1. Division II, Section 103 "Powers and Duties of the Authority Having Jurisdiction," Subsection 103.4 "Right of entry" – Amended. Section 103.4 of the 2025 California Mechanical Code is amended to read as follows:

> 103.4 *Right of entry.* When necessary to make inspections to enforce any provision of this code, or when the Building Official has reasonable cause to believe that there exists in any building or upon any premises a condition or code violation which makes such building or premises unsafe, dangerous or hazardous, the Building Official, or his or her designee, may request entry as specified in Chapter 1.12 of the National City Municipal Code.

15.14.025 Chapter 1, Division II, Section 107 "Board of Appeals," Subsection 107.1 "General" – Amended. Section 107.1 of the 2025 California Mechanical Code is amended to read as follows:

107.1 *General.* In order to hear and decide appeals of orders, decisions, or determinations made by the Building Official relative to the application and interpretation of this code, the City Council shall appoint an ad hoc Board of Appeals consisting of three (3) members who are qualified by experience and training to pass upon matters pertaining to mechanical system design, construction, and maintenance and the public health aspects of mechanical systems and who are not employees of the City. Board members shall serve at the pleasure of the City Council. The Board shall comply with Rosenberg's Rules of Order in conducting their business and shall render written decisions and findings to the appellant with a copy to the Building Official. The Building Official shall take immediate action in accordance with the decision of the Board, unless such decision is appealed to the City Council. Decisions of the Board may be appealed to the City Council by the appellant or by the Building Official within thirty (30) days of the decision of the Board, by the filing of a written notice of appeal with the Director of Community Development stating the reasons for the appeal. The appellant and the opposing party shall be given at least ten (10) days' notice of the time and place of the hearing on the appeal.

15.14.030 Chapter 1, Division II, Section 106 "Violations and Penalties," Subsection 106.1 "Violations" – Amended. Section 106.1 of the 2025 California Mechanical Code is amended to read as follows:

> 106.1 *General.* Violations of any provision of this code shall be punishable as a misdemeanor and shall carry the penalties as prescribed in Chapter 1.20 of the National City Municipal Code.

15.14.035 Chapter 1, Division II, Section 104 "Permits," Subsection 104.4.3 "Expiration" – Amended. Section 104.3.3 of the 2025 California Mechanical Code is

amended to read as follows:

104.4.3 *Expiration.* Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within twelve calendar months from the date of such permit issuance, or if the building or work authorized by such permit is stopped at any time after work has commenced for a period of six calendar months, or if the building or work authorized by such permit exceeds three calendar years from the issuance date of the permit. Work shall be presumed to have commenced if the permittee has obtained a required inspection approval of work authorized by the permit by the Building Official within twelve calendar months of the date of permit issuance.

Work shall be presumed to be stopped if the permittee has not obtained a required inspection approval of work by the Building Official within each six months period upon commencement of work authorized by such permit.

In order for work to be recommenced, a Permit Extension Request must be submitted in writing and approved by the Building Official. Eligibility for a permit extension is specified below.

1. For permits for which work has not commenced in the first twelve calendar months from the date of permit issuance, a permit extension may be obtained provided that:

   A. No changes have been made or will be made in the original plans and specifications for such work;
   B. The expiration has not exceeded three years from the original issuance date;
   C. The same edition of the adopted codes is in effect as used in the initial plan check;
   D. A fee equal to one-half the amount required for a new permit is paid.
   E. The permit, even if extended, shall still expire three calendar years from the date of the initial permit issuance.

2. For permits where work was commenced and was subsequently stopped as defined herein, a permit extension may be obtained provided that:

   A. No changes have been made or will be made in the original plans and specifications for such work;
   B. The expiration has not exceeded three years from the original issuance date;

C. A fee equal to one-half the amount required for a new permit is paid, except that where construction has progressed to the point of requiring only a final inspection, a fee equal to one-quarter of the amount required for new permit shall be paid; and

D. A renewal permit shall expire three calendar years from the date of the initial permit issuance.

3. For an extension of an unexpired permit, the permittee may apply for an extension of time within which work under that permit may be continued when for good and satisfactory reasons, by the Building Official in his or her sole discretion, the permittee is unable to continue work within the time required by section 15.14.035. The Building Official may extend the time for action by the permittee for a period not exceeding six calendar months beyond the expiration date in effect at the time of the extension application, upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action being taken.

4. Permits issued where the permittee has been deployed to a foreign country may be held in abeyance until six months after the return of the permittee from his/her deployment, if necessary, upon application for such relief by the permittee.

15.14.040 Chapter 1. Division II. Section 104 "Permits." Subsection 104.4.7 "Permit denial" – Added. Section 104.4.7 of the 2025 California Mechanical Code is added to read as follows:

104.4.7 *Permit denial.* The Building Official may deny the issuance of a building permit on any property where there exists an unsafe or a substandard building as provided in Chapter 15.10 and 15.16 of the National City Municipal Code, or where there exists unlawful construction, or where there exists a violation of the National City Municipal Code.

15.14.045 Chapter 1. Division II, Section 104.5 "Fees"-Amended. Section 104.5 of the 2025 California Mechanical Code is amended as follows:

104.5 *Fees*. Fees shall be assessed in accordance with the current City of National City Fee Schedule.

15.14.050 Chapter 1. Division II, Table 104.5 "Mechanical permit fees" - Deleted. Table 104.5 of the 2025 California Mechanical Code, "Mechanical Permit Fees," is deleted.

15.14.060 Chapter 1, Division II. Section 104.0 "Permits," Subsection 104.3.2 "Plan review fees" – Amended. Section 104.3.2, of the 2025 California Mechanical Code is amended as follows:

Section 104.3.2 *Plan Review Fees.* Where a plan or other data is required to be submitted in accordance with Section 104.3.1, a plan review fee shall be paid at the time of submitting construction documents for review. The plan review fees for mechanical system work shall be assessed in accordance with the current City of National City Fee Schedule. The plan review fees specified in this subsection are separate fees from the permit fees.

Where plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged in accordance with the current City of National City Fee Schedule.

15.14.065 Chapter 1, Division II. Section 104.5 "Fees," Subsection 104.5.2 "Investigation Fees" – Amended. Section 104.5.2 of the 2025 California Mechanical Code is amended to read as follows:

Section 104.5.2 *Investigation Fees.* Any person who commences any work on a building, structure, electrical, mechanical or plumbing system before obtaining the necessary permits shall be subject to an administrative penalty equal to the inspection fee portion of the permit fee that would be required by this code whether or not a permit is then subsequently issued. The payment of such administrative penalty shall not exempt any person from compliance with all other provisions of this code or from any penalty prescribed by law.

When a plan review is required for issuance of such permit, the plan review fee portion will not be subject to said penalty.

15.14.070 Chapter 1, Division II, Section 105.0 "Inspections and Testing," Subsection 105.2.6 "Reinspections" – Amended. Subsection 105.2.6 of the 2025 California Mechanical Code is amended to read as follows:

Section 105.2.6 *Reinspections.* A reinspection fee shall be permitted to be assessed at the discretion of the Building Official, or his or her designee, for each inspection or reinspection where such portion of work for which inspection is called is not complete or where required corrections have not been made.

Reinspection fees shall be permitted to be assessed where the approved plans are not readily available to the inspector, for failure to provide access on the date for which the inspection is requested, or for deviating from plans requiring the approval of the Authority Having Jurisdiction.

To obtain a re-inspection, the permittee shall pay the re-inspection fee in accordance with the current City of National City Fee Schedule. In instances where a re-inspection fee has been assessed, no further inspections shall be performed until the fees have been paid.

15.14.075 Appendix Chapters A. B, C, D, E, F and G – Adopted. Appendix Chapters A, B, C, D, E, F and G of the 2025 California Mechanical Code are adopted.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA PLUMBING CODE AND TABLE 2902.1 OF THE 2025 CALIFORNIA BUILDING CODE, AMENDING CERTAIN SECTIONS OF THOSE CODES, AND AMENDING CHAPTER 15.20 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, the City Council finds that the minor modifications and changes to the California Building Standards Code are reasonably necessary to ensure consistent application of the codes throughout the State; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopt the 2025 California Plumbing Code and Table 2902 .1 of the 2025 California Building Code, except as amended in Chapter 15.20 of the National City Municipal Code.

Section 2. That the City Council of the City of National City hereby deletes, adds, or modifies certain provisions of the 2025 California Plumbing Code and Table 2902.1 of the 2025 California Building Code.

Section 3. That the City Council of the City of National City hereby amends Chapter 15.20 of the National City Municipal Code to read as follows:

CHAPTER 15.20 – CALIFORNIA PLUMBING CODE

Sections:

15.20.005	2025 California Plumbing Code-Adopted.
15.20.015	Chapter 1, Divisions I and II - Adopted and amended.
15.20.020	Chapter 1, Division II, Section 103 "Duties and Powers of the Authority Having Jurisdiction", Subsection 103.4 "Right of Entry" – Amended.
15.20.024	Chapter 1, Division II, Section 107 “Board of Appeals”, Subsection 107.1 "General"-Amended.
15.20.025	Chapter 1, Division II, Section 102 "Organization and Enforcement", Subsection 102.5 "Penalties" - Amended.
15.20.027	Chapter 1, Division II, Section 104.5 "Fees", Subsection 104.5.1 "Work Commencing Before Permit Issuance" – Amended.
15.20.030	Chapter1, Division II, Section 104 "Permits", Subsection 104.4.3 "Expiration" – Amended.
15.20.035	Chapter 1, Division II, Section 104 "Permits," Subsection 103.3.4 "Permit denial" - Added.
15.20.040	Chapter 1, Division II, Section 104 "Permits," Subsection 103.5 "Fees" – Amended.
15.20.042	Chapter 1, Division II, Section 104 "Permits," Subsection 104.6 "Placement of Permit-Added.
15.20.045	Chapter 1, Division II, Section 104 "Permits," Subsection 104.3.2 "Plan review fees" – Amended.
15.20.050	Chapter 1, Division II, Section 105 "Inspections and Testing." Subsection 105.2.6 "Re-inspection’s" - Amended.
15.20.060	Chapter 1, Division II, Table 104.5 "Plumbing permits fees" – Deletec
15.20.065	Chapter 1, Division II, Table 422.1 "Minimum plumbing facilities" - Deleted.
15.20.070	Table 2902.1 "Minimum number of required plumbing fixtures of the 2025 California Building Code" – Adopted.

15.20.005 2025 California Plumbing Code – Adopted. The City Council adopts and incorporates herein for the purpose of prescribing in the City of National City, regulations governing the erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance of any plumbing, gas, or drainage piping and systems or water heating or treating equipment in or on any building or structure or outdoors on any premises or property, the 2025 California Plumbing Code, including Administration Divisions I and II, California Code of Regulations Title 24, Part 5, and Table 2902 .1 of the 2025 California Building Code. The City Council does specifically and expressly find and declare specific changes in variation for local amendments to the administrative provisions of the 2025 California Plumbing Code.

Copies of all codes are filed in the office of the Building Official and are adopted and incorporated as if fully set forth in this chapter, and the provisions shall be controlling within the city limits.

15.20.015 Chapter 1. Divisions I and II – Adopted and Amended. Chapter 1, Division I, "Administration" is adopted. Chapter 1, Division 11, "Administration" of the 2025 California Plumbing Code is adopted subject to the additions, amendments, and deletions contained in this chapter.

15.20.020 Chapter 1. Division II. Section 103 "Duties and Powers of the Authority Having Jurisdiction" Subsection 103.4 "Right of Entry" – Amended. Subsection 103.4 of the 2025 California Plumbing Code is amended to read as follows:

> 103.4 *Right of Entry.* When necessary to make inspection to enforce any of the provisions of this code, or when the Building Official has reasonable cause to believe that there exists in any building or upon any premises a condition or code violation which make such building or premises unsafe, dangerous or hazardous, the Building Official, or his or her designee, may request entry as specified in Chapter 1.12 of the National City Municipal Code.

15.20.24 Chapter 1, Division II, Section 107 "Board of Appeals, Subsection 107.1 "General" – Amended. Subsection 107.1 of the 2025 California Plumbing Code is amended to read as follows:

> 107.1 *General*. In order to hear and decide appeals of orders, decisions, or determinations of the Building Official relative to the application and interpretation of this code, the City Council shall appoint an ad hoc Board of Appeals comprised of three (3) of members who are qualified by experience and training to pass upon matters pertaining to plumbing design, construction, and maintenance, and the public health aspects of plumbing systems and who are not employees of the City. Board members shall serve at the pleasure of the City Council. The Board shall comply with Rosenberg's Rules of Order in conducting their business and shall render written decisions and findings to the appellant with a copy to the Building Official. Decisions of the Board may be appealable to the City Council by the appellant or by the Building Official within thirty (30) days of the decision of the Board, by the filing of a written notice of appeal with the Director of Community Development stating the reasons for the appeal. The person filing the appeal and the opposing party shall be given at least ten (10) days' written (?) notice of the time and place of the hearing on the appeal.

15.20.024 Chapter 1. Division II, Section 106 "Violations and Penalties" Subsection 106.3 "Penalties" - Amended. Subsection 106.3 of the 2025 California Plumbing Code is amended to read as follows:

> 106.3 *Penalties*. Violation of any provision of this code shall be punishable as a misdemeanor and shall carry the penalties as prescribed in Chapter 1.20 of the National City Municipal Code.

15.20.027 Chapter 1, Division II, Section 104.5 "Fees", Subsection 104.5.1 "Work Commencing Before Permit Issuance - Amended. Subsection 104.5.1 of the 2022 California Plumbing Code is amended to read as follows:

104.5.1 *Work Commencing Before Permit Issuance*. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an administrative penalty equal to the inspection fee portion of the permit fee that would be required by this code if a permit were to be issued. The administrative penalty is in addition to a permit fee.

When a plan review is required for issuance of such permit, the plan review fee portion will not be subject to said penalty. The payment of such administrative penalty shall not exempt any person from compliance with all other provisions of this code or from any penalty prescribed by law.

15.20.030 Chapter 1. Division II, Section 104 "Permits," Subsection104.4.3. "Expiration" - Amended. Subsection 104.4.3 of the 2022 California Plumbing Code is amended to read as follows:

104.4.3 *Expiration*. Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within twelve calendar months from the date of such permit issuance, or if the building or work authorized by such permit is stopped at any time after the work has commenced for a period of six calendar months, or if the building or work authorized by such permit exceeds three calendar years from the issuance date of the permit. Work shall be presumed to have commenced if the permittee has obtained a required inspection approval of work authorized by the permit by the Building Official within twelve calendar months of the date of permit issuance. Work shall be presumed to be stopped if the permittee has not obtained a required inspection approval of work by the Building Official within each six- month period upon the initial commencement of work authorized by such permit.

In order for work to be recommenced, a Permit Extension Request must be submitted in writing and approved by the Building Official. Eligibility for a permit extension is specified below.

1. For permits for which work has not commenced in the first twelve calendar months from the date of issuance, a permit extension may be obtained provided that:
    - A. No changes have been made or will be made in the original plans and specifications for such work;
    - B. The expiration has not exceeded three years from the original issuance date;
    - C. The same edition of the adopted codes is in effect as used in the initial plan check;
    - D. A fee equal to one-half the amount required for a new

permit is paid; and

E. The permit, even if extended, shall expire three calendar years from the date of initial permit issuance.

2. For permits where work has commenced and was subsequently stopped as defined herein, a permit extension may be obtained provided that:

A. No changes have been made or will be made in the original plans and specifications for such work;

B. The expiration has not exceeded three years from the original issuance date;

C. A fee equal to one-half the amount required for a new permit is paid, except that where construction has progressed and has been approved to the point of requiring only a final inspection, a fee equal to one quarter the amount required for a new permit shall be paid; and

D. The permit, even if extended, shall expire three calendar years from the date of initial permit issuance.

3. For an extension of an unexpired permit, the permittee may apply for an extension of time within which work under that permit may be continued when for good and satisfactory reasons, as determined by the Building Official in his or her sole discretion, the permittee is unable to continue work within the time required by section 15.20.030. The Building Official may extend the time for action by the permittee for a period not exceeding six calendar months beyond the expiration date in effect at the time of the extension application, upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken.

4. Permits issued where the permittee has been deployed to a foreign country, may be held in abeyance until six months after the return of the permittee from his/her deployment, if necessary, upon application for such relief by the permittee.

15.20.035 Chapter 1. Division II, Section 104 "Permits". Subsection 104.3.4 "Permit denial" - Added. Subsection 104.3.4 is added to the 2025 California Plumbing Code is to read as follows

104.3.4 *Permit Denial*. The Building Official may deny the issuance of a building permit on any property where there exists an unsafe or substandard building as provided in Chapter 15.10 and 15.16 of the National City Municipal Code, or where

there exists unlawful construction or a violation of the National City Municipal Code.

15.20.040 Chapter 1. Division II, Section 104 "Permits". Subsection 104.5 "Fees" - Amended. Subsection 104.5 of the 2025 California Plumbing Code is amended to read as follows:

104.5 *Fees*. Fees shall be assessed in accordance with the current City of National City Fee Schedule.

15.20.042 Chapter 1, Division II, Section 104 "Permits," Subsection 104.6 "Placement of Permit" - Added. Subsection 104.6 is added to the 2025 California Plumbing Code to read as follows:

104.6 *Placement of Permit.* The building permit or a copy, the inspection record, and the approved plans shall all be kept on site until the completion of the project. The inspection record is to be kept on the job unless removed by the Building Official.

15.20.045 Chapter 1, Division II. Section 104 "Permits", Subsection 104.3.2 "Plan Review Fees" – Amended. Subsection 104.3.2 of the 2025 California Plumbing Code is amended to read as follows:

104.3.2 *Plan Review Fees.* Where a plan or other data is required to be submitted in accordance with Section 104.3.2, a plan review fee shall be paid at the time of submitting construction documents for review. The plan review fees shall be assessed in accordance with the current City of National City Fee Schedule. The plan review fees specified in this subsection are separate fees from the permit fees.

Where plans are incomplete or changes so as to require additional plan review, an additional plan review fee shall be charged in accordance with the current City of national City Fee Schedule.

15.20.050 Chapter 1, Division II, Section 105 "Inspections and Testing", Subsection 105.2.6 "Reinspections "- Amended. Subsection 105.2.6 of the 2025 California Plumbing Code is amended to read as follows:

105.2.6 *Reinspections.* A reinspection fee may be assessed for each inspection or reinspection when any of the following occurs:

1. The portion of work for which the inspection was called is not complete or the corrections previously required and called for are not made;
2. Calling for an inspection before the job is ready for such inspection or reinspection;
3. The inspection record card or the approved plans are not

posted or otherwise available to the inspector;

4. Failure to provide access on the date for which the inspection is requested; or,

5. Deviating from the approved plans when such deviation or change required approval of the Building Official.

To obtain a re-inspection, the permittee shall pay the re-inspection fee in accordance with the current City of National City Fee Schedule. In instances where a re-inspection fee has been assessed, no further inspections shall be performed until the fees have been paid.

15.20.060 Chapter 1, Division II, Table 104.5 "Plumbing Permits Fees" - Deleted. Table 104.5 of Chapter 1, Division II of the 2025 California Plumbing Code, entitled "Plumbing Permit Fees", is deleted.

15.20.065 Table 422 .1 "Minimum Plumbing Facilities" - Deleted. Table 422.1 of Chapter 4, of the 2025 California Plumbing Code, entitled "Minimum Plumbing Facilities", is deleted.

15.20.070 Table 2902.1 "Minimum number of required plumbing fixtures of the 2022 California Building Code" - Adopted. Table 2902.1 of the 2025 California Building Code is adopted. Plumbing fixtures shall be provided for the type of occupancy and in the minimum number shown in Table 2902 .1. Types of occupancies not shown in Table 2902.1 shall be considered individually by the Building Official. The number of occupants shall be determined by this code. Occupancy classification shall be determined in accordance with Chapter 3 of the 2025 California Building Code.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA ENERGY CODE, AND AMENDING SECTION 15.75.010 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopt the 2025 California Energy Code, California Code of Regulations, Title 24, Part 6, establishing regulations for the installation, maintenance, and alteration of energy systems within the city.

Section 2. That the City Council of the City of National City hereby amends Section 15.75.010 of the National City Municipal Code to read as follows:

15.75.010 - 2025 California Energy Code - Adopted. The City Council adopts and incorporates herein, for the purpose of prescribing regulations for the conservation of energy, the, 2025 California Energy Code, California Code of Regulations, Title 24, Part. 6. Except as otherwise provided by this chapter, all construction of buildings where energy will be utilized shall be in conformance with the 2025 California Energy Code.

Section 3. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ADOPTING THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE, AND AMENDING SECTION 15.78.010 OF THE NATIONAL CITY MUNICIPAL CODE.

WHEREAS, the ordinance updates the locally adopted building and construction codes (last updated in 2023) to incorporate the 2025 California Building Code; 2025 California Residential Code; 2025 California Existing Building Code; 2025 California Electrical Code and 2023 National Eclectic Code; 2025 California Mechanical Code; 2025 California Plumbing Code; 2025 California Energy Code; 2025 California Green Building Code; and all appendices related to these codes with minor modifications to reflect local conditions; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards; and

WHEREAS, California Health and Safety Code section 17958.5 permits local jurisdictions to make changes or modifications to the California Building Standards Code as are reasonably necessary due to local climatic, geological or topographical conditions; and

WHEREAS, pursuant to a published 10-day notice of the adoption of said ordinance, a public hearing was held by the City Council on November 4, 2025, and at said public hearing, all persons interested were given the opportunity to appear and be heard before the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY DOES ORDAIN AS FOLLOWS:

Section 1. That the City Council of the City of National City hereby adopt the 2025 California Green Building Standards Code, California Code of Regulations Title 24, Part 11, establishing regulations to enhance building design and construction within the city.

Section 2. That the City Council of the City of National City hereby amends Section 15.78.010 of the National City Municipal Code to read as follows:

15.78.010 2025 California Green Building Standards Code - Adopted. The City Council adopts and incorporates herein for the purpose of prescribing regulations for the reduction of negative impacts or increasing positive environmental impacts and encouraging sustainable construction practices, the 2025 California Green Building Standards Code, California Code of Regulations Title 24, Part 11. All construction of buildings shall be in conformance with the 2025 California Green Building Standards Code, except as otherwise provided by this chapter.

Section 3. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the City Council

voting for and against the same in the Star News, a newspaper of general circulation published in the County of San Diego, California.

INTRODUCED this 4th day of November, 2025.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

AGENDA REPORT

Department: **Human Resources**
Prepared by: **Alicia Hicks, Human Resources Director**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
Approval of the Revision of the Information Technology Technician Classification

RECOMMENDATION:
Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Revising the Job Description for the Information Technology Technician Classification to Reflect Current Duties, Responsibilities, and Technology Standards.

EXPLANATION
The Information Technology Technician classification was last reviewed on March 8, 2018. Since that time, significant advancements in technology, cybersecurity and network infrastructure have occurred, requiring updates to the duties, minimum qualifications, and knowledge areas within the classification. The updated specification more accurately reflects the current operational needs of the Information Technology Division, including enhanced technical support functions. The revisions also align the classification with comparable positions across similar-sized public agencies to ensure internal equity and external competitiveness.

BOARD, COMMISSION, AND COMMITTEE PRIOR ACTION:
The revised classification was reviewed and approved by the Civil Service Commission on September 10, 2025.

FINANCIAL STATEMENT:
No fiscal impact.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
N/A

ENVIRONMENTAL REVIEW:
This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – Resolution Approval of Classification
Exhibit B – Information Technology Technician- Class Spec 2025 Update

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, REVISING THE JOB DESCRIPTION FOR THE INFORMATION TECHNOLOGY TECHNICIAN JOB CLASSIFICATION TO REFLECT CURRENT DUTIES, RESPONSIBILITIES, AND TECHNOLOGY STANDARDS.

WHEREAS, City staff recommends approving the revisions of the job description for the existing Information Technology Technician classification; and

WHEREAS, the job description was revised to update the duties, minimum qualifications, and knowledge areas within the classification in recognition of advancements in technology, cybersecurity and network infrastructure since the last time the classification was reviewed, and to more accurately reflect the current operational needs of the Information Technology Division; and

WHEREAS, the Civil Service Commission of the City of National City approved the revision to the existing classification, as shown in Exhibit B, at their regular meeting on September 10, 2025.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1: That the City Council hereby authorizes the revisions to the job description for the position of Information Technology Technician.

Section 2: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney

INFORMATION TECHNOLOGY TECHNICIAN (CONFIDENTIAL POSITION)	CITY OF NATIONAL CITY
CLASS SPECIFICATION	Approved:

DEFINITION

Under general direction, performs a wide range of technical work supporting City-wide information technology systems; to maintain, troubleshoot and repair computer systems, hardware, software and computer peripherals; and to perform related work.

DISTINGUISHING CHARACTERISTICS

This is a journey-level technical classification, capable of and responsible for independently performing the full range of operating and coordinating various information systems and requiring the use of independent judgment and the application of technical skills.

EXAMPLES OF TYPICAL DUTIES

The following duties and responsibilities are representative of those typically performed by positions assigned to this classification. Any single position may not perform all of these duties and/or may perform similar related tasks not listed here.

Responsibilities may include, but are not limited to, the following: perform a wide variety of duties in the installation, testing, configuration and troubleshooting of hardware and software applications and equipment on networked systems; provide support in the installation and set-up of computers, servers and networks by installing cabling and wiring for systems and peripheral equipment; install and troubleshoot networked components. Provide telephone, in-person and online support to end-users. Provide updates, status and completion information to manager or end-users, via voice mail, e-mail or in-person communication; provide technical assistance to system users for computer and networked systems equipment including hardware, software and peripheral equipment; respond to requests for assistance on desktop and computer related problems including hardware, software and peripheral printers and related equipment; determine severity of problem and resolve or refer to appropriate staff member or vendor; perform repair on computer systems and peripheral equipment including printers, modems, scanners and related devices; coordinate major equipment repairs, arrange for vendor to perform on-site repairs as needed; perform network administration duties such as monitoring, adding and deleting applications, users and devices; modifying user profiles, re-setting passwords and file maintenance; monitor storage utilization; document all network changes and revisions; monitor computer systems, networks and applications for response time, problem prevention, performance and resource utilization; assist users in optimizing their desktop environment; conduct training sessions with desktop users; provide information on system and application functions; restore or recover files or corrupted data; monitor systems for errors or abnormal situations; respond to error messages; resolve issue or refer to appropriate staff member; conduct system and database backups as necessary; files backup tapes; participate in the inventory of hardware and software; research and recommend the purchase of software applications, computer related equipment and peripherals; stay abreast of new information technology trends and innovations; read appropriate literature and attend training as necessary; provide technical support for records management, spreadsheet, database and word processing applications; build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service; perform other duties related to this position as assigned.

MINIMUM QUALIFICATIONS

Training and Experience: Any combination equivalent to training and experience that could likely provide the required knowledge, skills, and abilities will be qualifying. A typical way to obtain the required knowledge, skills, and abilities would be: two years of experience in the installation, use and maintenance of computer hardware, software and related peripheral equipment in a multi-sever networked environment AND training equivalent to an Associate of Science degree in information science, computer science or a closely related field.

Knowledge and Skills in:

Computer software and hardware operations and equipment (peripherals) for Intel/Microsoft based PC's; principles and practices of computer hardware and software de-bugging and other troubleshooting procedures; local area network concepts, Wi-Fi, wiring, hubs, routers, and network operating systems; principles, techniques, and current developments in information technology; Internet security and data privacy principles; principles and practices of network administration and data communications; mobile device operating systems such as Android, iOS and WindowsMobile.

Ability to:

Operate a variety of computer hardware and software platforms including, but not limited to, desktops, laptops, Mobile Data Computers (MDCs), printers, print servers, mobile devices (tablets, smartphones, etc.), Microsoft Windows, Microsoft Office Suite/Office365, Android and iOS mobile operating systems; install computer hardware and software; diagnose technical problems and determine appropriate action; apply knowledge of generic software applications, local area network connection, maintenance and troubleshooting principles and practices; read and interpret complex technical documents, reports and instructions; write typical business documents; follow oral and written instructions; train others; prioritize and organize work; and write specifications and reports as needed; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; work with various cultural and ethnic groups in a tactful and effective manner; maintain confidentiality of administrative passwords, or other confidential information that is presented in the course of performing job duties.

On an intermittent basis, sit at desk for periods of time, walk and stand. Intermittently twist and reach office equipment; bend, squat, kneel, lay down and twist while connecting wiring and picking up equipment; use telephone and keyboard; lift or carry up to 50 pounds. See in the normal vision range with or without correction to read typical business documents and computer screens; hear in the normal range with or without correction. Primary work is performed indoors in a carpeted and air-conditioned office environment with adequate lighting and moderate noise level. Frequent movement is required from office to office and there is exposure to the external environment when going to outlying offices and meetings. Work is frequently disrupted by the need to respond to in-person and telephone inquiries. Employees are required to be available for rotating on-call assignments and may be required to work during irregular work hours such as early mornings, evenings and weekends to respond to after-hours and/or immediate computer support. Employees must have immediate access to broadband internet connection to provide remote support services from their home.

LICENSES, CERTIFICATIONS, OR SPECIAL REQUIREMENTS

Possession of a valid California Class C Driver’s License or other means that would allow for the ability to commute to City facilities or other sites for meetings, trainings, and to provide technical support or a review of technology needs.

AGENDA REPORT

Department: **Fire Department**
Prepared by: **Walter Amedee, Emergency Manager**
Meeting Date: **Tuesday, November 18, 2025**
Approved by: **Scott W. Huth, Interim City Manager**

SUBJECT:
AP Triton EMS Transportation & Optimization Study

RECOMMENDATION:
Adopt the Resolution Entitled, "Resolution of the City Council of the City of National City, California, Accepting the Emergency Medical Services (EMS) Transportation & Optimization Study Conducted by AP Triton Consulting and Directing the City Manager to Pursue the Development of a Municipal Ambulance Transport System."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:
Not Applicable.

EXPLANATION:
The National City Fire Department (NCFD), in coordination with AP Triton Consulting, conducted a comprehensive Emergency Medical Services (EMS) Transportation & Optimization Study to evaluate operational performance, financial sustainability, and long-term service delivery models.

The study found that NCFD currently provides a high-performing ALS (Advanced Life Support) first-response system covering approximately 9 square miles and serving over 10,000 incidents annually—nearly half of which are medical in nature.

Through its operational and financial assessment, AP Triton identified a significant opportunity to improve fiscal sustainability, system reliability, and local control by transitioning to a City-operated municipal ambulance transport model. AP Triton used National City data to develop an estimate of collectible revenues. The consultant evaluated five different service delivery models and compared the costs to operate them to the estimated revenues. Among the five delivery models evaluated, the Ambulance Operator Model, which would be staffed by non-sworn EMTs and paramedics produced the strongest financial outcome, with an estimated annual surplus of $509,799 while maintaining service reliability.

The analysis revealed that this model would enable participation in federal and state reimbursement programs, including the Public Provider Ground Emergency Medical Transport (PP-GEMT) program and the Quality Assurance Fee (QAF) program, which together could yield an estimated additional annual fiscal benefit exceeding $900,000.

Key recommendations from the study include:

- Adopting a public provider framework to maximize cost recovery.
- Leveraging supplemental funding programs (PP-GEMT, IGT, Medicaid enhancement).
- Implementing an Enterprise Fund model to stabilize long-term fiscal performance.

- Investing in a permanent Fire Station 33 to support EMS expansion.
- Maintaining data-driven oversight using continuous QA/QI performance metrics.

The findings demonstrate that a City-operated ambulance transport system would enhance service reliability, improve fiscal sustainability, and align with National City's goal of providing equitable, high-quality emergency medical care to all residents.

FINANCIAL STATEMENT:
Costs associated with the study's recommendations will be evaluated by the City Manager as part of the subsequent development phase and recommendations will be brought back to the City Council for approval.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:
Public Safety

ENVIRONMENTAL REVIEW:
This is not a project under CEQA and is therefore not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:
The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:
Not Applicable

EXHIBITS:
Exhibit A – AP Triton EMS Transportation & Optimization Study
Exhibit B – Resolution

National City Fire Department

National City, CA



EMS Transportation & Optimization Study

October 2025

AP TRITON

CONTENTS

Contents **1**
Acknowledgments **3**
Executive Summary **4**
System Valuation and Reimbursement Potential 4
Operational Framework and Performance 5
Facilities, Apparatus, and Readiness 5
Service Demand and Resource Requirements 5
Financial Model Comparison and Findings 6
Strategic Recommendations 6
Conclusion 7

SECTION I: EVALUATION OF THE EMS SYSTEM **8**
Overview of the Community & EMS System **9**
National City, California 9
National City Fire Department 12
Study Area 15
Community EMS Education—National City Fire Department 15
Emergency 9-1-1 Dispatch Capabilities—National City, CA 17
Capital Facilities, Apparatus, & Equipment **18**
National City Fire Department Stations 20
Summary of the NCFD Fire Stations 23
NCFD Apparatus & Vehicles Inventory 23
Service Demand Overview **29**
Research Information 29
System Demand & Performance 31
Response Performance 46
Population Growth & Service Demand Projections **52**
Population Growth 52
Service Demand 55

SECTION II: EMS SYSTEM VALUATION **57**
Financial Analysis of EMS Transport Services **58**
Understanding Health Care Financing 58
Determining the Value of the System 59
Understanding the Payer Mix 65
Resource Needs and Workload Assessment **71**
Unit Hour Utilization & Time on Task 71

Projected Unit Deployment 74
Costs of the EMS System 75
Personnel Costs 75
Administrative Costs 76
Overhead Costs 78
Additional Start-Up Costs 80
Cost Recovery & FEE REVIEW 82
Analysis of Potential Revenue Streams 82
Federal Reimbursement Programs 84

SECTION III: EMS SYSTEM DELIVERY MODELING 91
EMS Delivery Options & Strategies 92
EMS Transport Service Models 92
System Deployment Recommendations 93
System Costs 94
Public-Private Partnership 98
Facilities 98
Deployment Models 99
Governance Structure 116
Regulatory Compliance and Legal Considerations 116
Impact of California Health and Safety Code Sections 1797.201 & 1797.224 117
Strategic Collaboration with LEMSA & EMSA 117
Startup Costs 118
Hiring and Orientation 118
Summary of Transportation Models 120
Appendix A: Table of Figures 122

ACKNOWLEDGMENTS

AP Triton Consulting wishes to extend its sincere appreciation to each of those individuals whose contributions and assistance made this project possible.

Our sincere appreciation is extended to each of you…

National City Dignitaries

Ron Morrison
Mayor

Marcus Bush
Vice Mayor

Luz Molina
Council Member

Jose Rodriguez
Council Member

Ditas Yamane
Council Member

National City

Scott Huth
City Manager

Bruce Foltz
Finance Director

Alicia Hicks
Human Resource Director

Barry Schultz
City Attorney

Ashlin Lutes
Deputy City Attorney

Richard Romero
Assistant City Attorney

National City Fire Department

Sergio Mora
Fire Chief

Brian Krepps
Division Chief

Robert Hernandez
Division Chief

James Stiles
Battalion Chief

Matt Lucas
Battalion Chief

Scott Robinson
Battalion Chief

Brian Viora
Captain of EMS

Jeremy Day
Captain

International Association of Fire Fighters, Local 2744

Jeremy Day
President

…and each of the EMTs, Paramedics, Firefighters, officers, and support staff who daily serve the residents and visitors of National City.

EXECUTIVE SUMMARY

The National City Fire Department (NCFD) delivers a high-performing Emergency Medical Services (EMS) system that provides rapid, advanced prehospital care across a dense, urban service area of approximately 7.3–9.1 square miles. Through an integrated model of fire-based Advanced Life Support (ALS) first response, private ambulance partnership, and countywide dispatch coordination, NCFD ensures timely emergency care for more than 10,000 incidents annually—nearly half of which are medical in nature.

System Valuation and Reimbursement Potential

The financial assessment of National City's EMS system reveals a significant opportunity for enhanced cost recovery and long-term fiscal sustainability under a public provider framework.

Using National City's 2024 ALS transport rate of $4,606 and projected 2025 volume of 5,598 transports, the system's gross annual billing is estimated at $20.8 million, with net collectible revenue of approximately $4.83 million (23% of billings). The payer mix, dominated by Medicare (44%) and Medi-Cal (33%), creates a structural ceiling on reimbursement potential under private operations. However, as a public provider, NCFD would gain access to the Public Provider Ground Emergency Medical Transport (PP-GEMT) program and related federal Medicaid enhancements.

PP-GEMT participation would elevate Medi-Cal reimbursement from $339 per trip (private) to $1,158 per trip (public), a differential of roughly $819 per transport. At National City's projected volume, this equates to an annual fiscal benefit exceeding $900,000, directly improving cost recovery and reducing dependence on the General Fund. Additionally, public operation enables eligibility for supplemental programs such as the Quality Assurance Fee (QAF), further improving overall Medi-Cal recovery rates.

In total, the combined effects of PP-GEMT participation and improved reimbursement structures could increase annual EMS system revenue to approximately $4.8 million, positioning a city-operated model as not only clinically superior but also financially advantageous over private subcontracting.

Operational Framework and Performance

NCFD maintains 24-hour ALS coverage through a three-platoon staffing structure of 14 personnel per shift. Fire-based paramedics staff all frontline units—Engines 31 and 34, Truck 34, and Squad 33—enabling early intervention in cardiac arrest, trauma, and respiratory emergencies prior to ambulance arrival.

Private transport integration is achieved through American Medical Response (AMR) units co-located at Stations 31 and 34, ensuring rapid transition from on-scene stabilization to hospital delivery. This model provides seamless care coordination while mitigating service delays.

Dispatch operations are managed through the National City Police Department's PSAP and the regional Emergency Command and Data Center (ECDC), which utilizes Emergency Medical Dispatch (EMD) and Enhanced 9-1-1 (E911) technology to deliver pre-arrival instructions and triage.

Facilities, Apparatus, and Readiness

NCFD operates three stations—Station 34 (good condition), Station 31 (fair), and Station 33 (temporary/poor). While the system's geographic distribution supports effective coverage, Station 33's temporary status and capacity limitations constrain future EMS expansion. Construction of a permanent Station 33 capable of housing three apparatus and eight staff is recommended if municipal ambulance operations are pursued.

Frontline apparatus (two engines, one aerial quint, and one squad) are rated in good-to-excellent condition. The department adheres to a Capital Replacement Plan that aligns with the Economic Theory of Vehicle Replacement, ensuring optimal timing for apparatus renewal to minimize lifecycle costs.

Service Demand and Resource Requirements

Between 2020 and 2024, EMS incidents rose 6.7%, despite a stable population base (~55,000 residents). Peak demand occurs between 8:00 AM and 8:00 PM, representing 63.7% of total daily volume. GIS analysis confirms adequate 4- and 8-minute travel-time coverage, though concurrency data indicates growing pressure on daytime capacity.

Modeling identifies a need for four to five ambulances during peak daytime hours and two to three units overnight, maintaining an optimal Unit Hour Utilization (UHU) of 0.35 to balance responsiveness and personnel endurance.

Financial Model Comparison and Findings

Five delivery options were evaluated:

Model	Description	Unit Hour Cost	Net Recovery	Outcome
#1 Firefighter Model	Sworn firefighter-paramedic staffing	$214.12	–$173K	High cost, premium service
#2 Ambulance Operator Model	Non-sworn EMT/paramedic staffing	$182.93	+$510K	Most sustainable
#3 Hybrid (Sworn/Non-Sworn)	Mixed staffing	$194.98	+$246K	Balanced flexibility
#4 Subcontracting	Private provider oversight	$318.66	–$2.46M	Unsustainable
#5 Hybrid Subcontracting	City/private partnership	$244.27	–$833K	Transitional, moderate deficit

The Ambulance Operator Model (Model #2) produces the strongest fiscal outcome, yielding a $509,799 annual surplus while maintaining service reliability. When combined with PP-GEMT reimbursement, the system achieves the highest long-term return on investment, providing both fiscal stability and operational control.

Strategic Recommendations

- **Adopt a Public Provider Framework**—Transition to city-operated ambulance transport to maximize PP-GEMT and QAF reimbursement.
- **Leverage Supplemental Funding Programs**—Pursue ongoing participation in PP-GEMT, IGT, and Medicaid enhancement programs to sustain solvency.
- **Implement an Enterprise Fund Model**—Allocate 10% of annual EMS operating costs to reserve for future capital replacement and payer variability.
- **Invest in a Permanent Station 33**—Expand EMS housing capacity to support additional ambulances and personnel.
- **Maintain Data-Driven Oversight**—Use 90th-percentile performance metrics and continuous QA/QI to guide deployment and financial adjustments.

Conclusion

National City's EMS system demonstrates strong operational readiness and exceptional fiscal potential under a public provider model. By leveraging its ALS infrastructure, optimizing staffing efficiency, and capturing federal and state reimbursement enhancements through PP-GEMT, the City can transform its EMS program into a self-sustaining enterprise. This approach not only strengthens financial independence but also enhances clinical performance, community trust, and long-term service reliability.

SECTION I:
EVALUATION OF THE EMS SYSTEM

OVERVIEW OF THE COMMUNITY & EMS SYSTEM

National City, California

Geography

National City is located in southern San Diego County, just southeast of downtown San Diego and along the coast of San Diego Bay. The city covers approximately 7.3 square miles of land and an additional 1.8 square miles of water. It is bordered by the communities of San Diego, Lincoln Acres, Bonita, and Chula Vista, and lies just a few miles from the U.S.-Mexico border. The city benefits from its proximity to major highways and regional transit corridors, making it an important residential and commercial hub within the South Bay region.

Population

As of the 2020 U.S. Census, National City had a population of approximately 58,460, slightly down from 58,582 in 2010. More recent estimates in 2023 suggest the population stands at about 55,960. Despite the slight decline, National City remains one of the most densely populated municipalities in San Diego County, with around 7,600 residents per square mile.

Demographics

National City is a highly diverse and multicultural community. Approximately 66% of residents identify as Hispanic or Latino (of any race), making it a majority-Latino city. There is also a significant Asian population—most notably Filipino Americans—who have played a central role in the city's cultural and economic fabric for decades. In fact, National City is recognized as having one of the highest concentrations of Filipino Americans in the United States. Other racial and ethnic groups include White (non-Hispanic), multiracial individuals, and smaller populations of African American and Native American residents.

The median age of residents is approximately 36 years old. Many households are multigenerational, and Spanish is widely spoken throughout the city. This linguistic and cultural diversity is reflected in local schools, small businesses, and community events.

Income and Housing

The median household income in National City is estimated at $64,248, which is below the California state average. Nearly 14% of the population lives below the federal poverty line. Homeownership is relatively low compared to national averages—approximately 70% of households are renter-occupied. The median home value is around $580,900, reflecting significant growth in property values despite income constraints. The rental market is strong, driven by both demand and proximity to San Diego's economic core.

Community Identity and Lifestyle

National City presents a dense, walkable, and urban-suburban character, with many family-owned businesses, cultural centers, parks, and community institutions. The city has been recognized as one of the most walkable in the San Diego region. It features a blend of historic identity and evolving infrastructure, including efforts to revitalize the waterfront and commercial corridors. Politically, the community leans liberal, and its civic institutions reflect a focus on equity, public health, and inclusive economic development.

Governance

National City operates under a **council–manager form of government,** which combines elected policy leadership with professional administration. The **City Council** serves as the legislative body and is composed of an elected **Mayor, Vice Mayor**, and three **Councilmembers**. The Mayor is elected at-large, and the four council members are elected by districts within the city. The Vice-mayor position is rotated through the council members. These officials are responsible for setting policy, adopting ordinances, approving the city budget, and appointing key administrative roles.

The **City Manager**, appointed by the City Council, acts as the chief executive officer for the city. This individual is responsible for implementing council policies, managing daily operations, and overseeing all city departments, including Fire, Police, Finance, Planning, Public Works, and Community Services. The City Manager also develops the city's annual budget and supervises department heads.

In addition to the council and city manager, the city appoints a **City Clerk** and a **City Treasurer**. The **City Attorney** is appointed and provides legal counsel to the council and city departments, drafts legal documents, and represents the city in litigation.

National City's governance model emphasizes transparency, community engagement, and efficient administration, while enabling the elected officials to focus on legislative matters and the appointed City Manager to provide stable, professional leadership in daily operations.

Project Initiation

This project was initiated to conduct a comprehensive evaluation of the City's ambulance service area and to develop future-facing EMS system modeling options. The overarching purpose is to improve the emergency medical services system's operational, financial, and clinical performance while aligning with community expectations and regulatory standards.

The National City Fire Department (NCFD) has identified several key goals that form the foundation of this analysis. Central to these is the objective of creating long-term system stability by establishing operational control over EMS deployment—ensuring that first responder and ambulance resources are used efficiently and in a coordinated manner. Financial sustainability is also a core priority, with a focus on reinvesting system revenue to improve service delivery rather than operating within a for-profit model.

In support of these goals, the project also explores opportunities to access supplemental federal funding streams that can offset local costs and support system enhancements. Improved coordination across all EMS components is a critical outcome, with an emphasis on ensuring that the appropriate resources reach patients in a timely, clinically appropriate, and cost-effective manner.

Recognizing the rapid evolution of health care and technology, the project seeks to leverage innovations in service delivery and data integration to better meet the expectations of diverse communities. Maintaining or improving ambulance unit availability and response times is essential, as is designing a system that is financially viable, clinically effective, and responsive to current and emerging public health needs.

The analysis also addresses workforce development and community outreach as important byproducts of system reform, creating new employment pathways and strengthening local engagement. Importantly, the proposed EMS system design is grounded in both clinical research and community-identified needs. It incorporates equity-focused strategies that specifically address the needs of vulnerable and underserved populations, ensuring that access to high-quality EMS care is consistent across all segments of the community.

National City Fire Department

The National City Fire Department serves the City of National City, covering approximately 7.3 to 9.1 square miles and protecting a resident population of around 58,460. On weekdays, the city's population swells to over 100,000 due to commuter and commercial traffic, as well as activity from the Port of San Diego and Naval Base San Diego. In addition to serving National City, the department provides contracted fire protection services to the Lower Sweetwater Fire Protection District and supports nearby regional assets through mutual aid partnerships.

The department is organized into three core divisions: Fire Administration, Community Risk Reduction, and Fire Operations. These branches work in coordination to deliver leadership, code enforcement, public education, and 24/7 emergency response. NCFD operates out of three fire stations: Station 31 and Station 34 are full-service stations, while Station 33 is a smaller squad house positioned to enhance coverage in high-density areas.

Staffing includes 42 full-time sworn personnel operating on a 24-hour shift schedule, distributed across three rotating platoons. Each shift includes 14 firefighters, including a Battalion Chief, Captains, Engineers, and Firefighter-Paramedic/EMTs. The department maintains a modern apparatus fleet that includes two engines, a ladder truck, a squad unit, a battalion chief vehicle, and a cross-staffed OES Type 1 engine. Additionally, the department co-houses ambulances operated by American Medical Response (AMR) to strengthen EMS capabilities.

The National City Fire Department responds to over 10,000 emergency incidents annually. These include structure fires, wildland fires, medical emergencies, vehicle accidents, hazardous materials calls, and rescues. The department is deeply involved in fire prevention efforts, public safety education, and community outreach, and adheres to a mission centered on professionalism, service, and collaboration.

NCFD has a long and distinguished history dating back to its founding as a volunteer fire company in 1887. It became a paid, professional agency in the early 20th century and began its contract with the Lower Sweetwater Fire Protection District in 1982. The department maintains active automatic-aid relationships with agencies such as San Diego Fire-Rescue, Chula Vista Fire Department, Bonita-Sunnyside Fire Protection District, and Federal Fire San Diego, ensuring regional coordination and response readiness during major incidents.

NCFD Organizational Structure

NCFD is structured to provide efficient, coordinated fire protection, emergency medical services (EMS), and community risk reduction across the city's 7.3 to 9.1 square miles. The department is organized into three primary divisions: **Fire Administration, Community Risk Reduction**, and **Fire Operations.**

The department is led by the **Fire Chief**, who oversees all strategic, operational, and administrative functions. The **Fire Prevention,** managed by a Division Chief who serves as the Fire Marshal, handles inspections, code enforcement, plan review, and community risk reduction programs. Fire Administration provides leadership, budgeting, training coordination, and administrative support for daily operations.

The **Operations Division** manages frontline response and includes two full-service fire stations—**Station 31** and **Station 34**—along with **Station 33**, a smaller squad house used for enhanced coverage. Staffing includes **42 full-time sworn personnel**, who rotate through three 24-hour shift platoons. Each shift typically consists of one Battalion Chief, four Captains, three Apparatus Engineers, and six Firefighter-Paramedics or Firefighter-EMTs.

The department operates a fleet of emergency response units, including two fire engines, one aerial ladder truck, a squad unit, a Battalion Chief command vehicle, and a cross-staffed **Office of Emergency Services (OES) Type 1 engine**. All fire apparatus are staffed with at least one paramedic, ensuring that Advanced Life Support (ALS) is available on every response unit.

EMS is a core component of NCFD's service delivery. The department co-locates **American Medical Response (AMR)** ambulances at Fire Stations 31 and 34, allowing for seamless integration between fire-based first response and private ambulance transport. This model enhances patient care and system efficiency.

NCFD participates in regional dispatch operations through **San Diego Fire-Rescue's Emergency Command and Data Center (ECDC)**, also known as "Metro." This shared dispatch system coordinates incident responses across multiple neighboring jurisdictions and ensures rapid communication during major emergencies.

The department also maintains mutual aid agreements and provides contract service to the **Lower Sweetwater Fire Protection District**, expanding its operational reach beyond the city limits. Overall, NCFD's organizational structure supports a versatile, responsive, and community-focused fire and EMS delivery system.

National City Fire Department Emergency Medical Services

The National City Fire Department (NCFD) provides a comprehensive, advanced-level EMS system that serves the residents and visitors of National City with rapid and high-quality emergency medical care. Operating within a dense, urbanized area of just under 10 square miles, NCFD's EMS strategy is built around paramedic-level service on all front-line units, seamless collaboration with transport providers, and consistent staffing supported by an efficient three-platoon system.

All fire suppression units operated by NCFD—including Engine 31, Engine 34, Truck 34, and Squad 33—are staffed with Firefighter-Paramedics or Firefighter-EMTs. This ensures that Advanced Life Support (ALS) care is available at the scene of an emergency within minutes of dispatch, regardless of the transport unit's arrival. These ALS crews are capable of performing cardiac defibrillation, advanced airway management, intravenous drug administration, and other life-saving interventions before and during patient transport.

To support patient transport and extend its EMS coverage, NCFD co-locates American Medical Response (AMR)ambulances at Fire Stations 31 and 34. These units are operated by private paramedic crews but function as part of the countywide EMS deployment system. The integration of fire-based ALS first response with private ambulance transport provides rapid stabilization followed by timely hospital delivery, which is especially critical given National City's high EMS call volume.

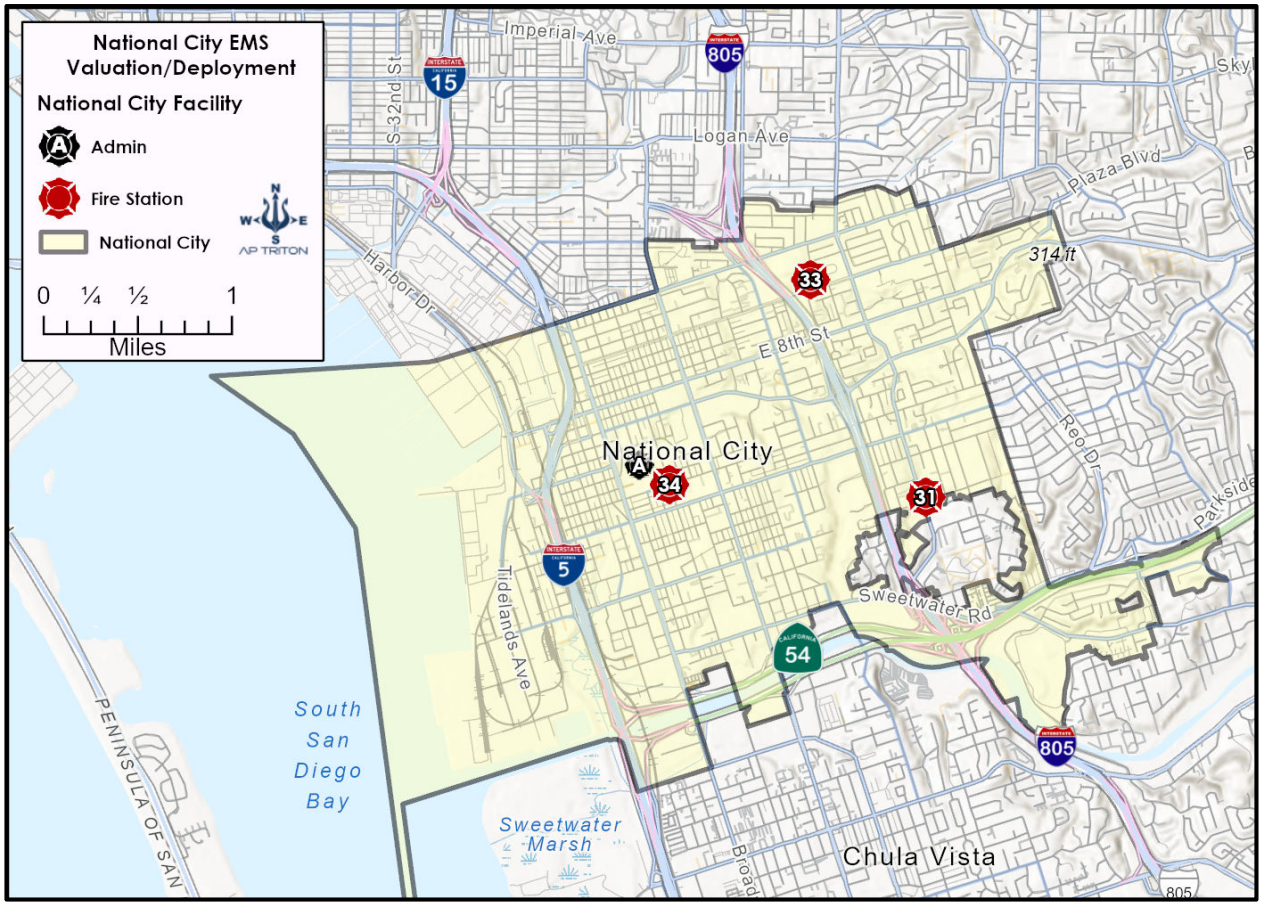
Each 24-hour shift is staffed with 14 responders, including a Battalion Chief, Fire Captains, Engineers, and Firefighter-Paramedics. This personnel complement is sufficient to maintain ALS coverage across the city's two primary fire stations and one squad station. NCFD responds to over 10,000 emergency calls per year, with nearly half of those being medical incidents, making EMS a core component of daily operations.

The department also prioritizes EMS training, continuing education, and quality assurance. All paramedic personnel are certified through the County of San Diego EMS system and adhere to countywide protocols and performance benchmarks. Additionally, public outreach, CPR education, and prevention efforts round out NCFD's commitment to community health and pre-hospital care.

Study Area

The following figure illustrates the study area, service-area boundaries of NCFD, and locations of each of the fire stations.

Figure 1: NCFD Overall Service Area



Community EMS Education—National City Fire Department

The National City Fire Department plays an active role in educating the public on emergency medical response, offering structured programs designed to improve community preparedness and bystander intervention during medical emergencies. One of the department's primary public education initiatives includes CPR/AED and First Aid training courses, which are offered to residents for a nominal fee. These courses provide hands-on instruction in basic life-saving techniques such as cardiopulmonary resuscitation, automated external defibrillator use, and basic wound care.

Classes are taught by NCFD firefighter-paramedics and EMTs who bring real-world experience to the instruction, ensuring the training aligns with local EMS protocols and best practices. These sessions are hosted at local fire stations and are part of a broader effort to reduce response gaps during critical medical incidents by empowering community members to act before emergency personnel arrive.

In addition to formal classes, community education is integrated into the department's daily operations. Firefighters are expected to participate in public outreach efforts, including school visits, station tours, group instruction, and neighborhood events. These interactions not only raise awareness about emergency preparedness but also foster trust and engagement between the fire department and the public.

EMS education is deeply embedded in NCFD's mission. The department prioritizes community knowledge as a key component of public safety and views education as a shared responsibility. This commitment ensures that residents are not only informed but are also equipped to assist during medical emergencies, potentially improving survival rates and outcomes.

Emergency 9-1-1 Dispatch Capabilities—National City, CA

National City's emergency communications system is designed to provide efficient, coordinated public safety dispatch for law enforcement, fire, and emergency medical services (EMS). The system operates as a two-tiered structure involving both local and regional agencies, ensuring timely call handling, resource deployment, and clinical triage.

At the local level, the National City Police Department's Communication Center functions as the city's Public Safety Answering Point (PSAP), receiving all 9-1-1 and non-emergency calls placed within city limits. This 24/7 facility is the first point of contact for emergency requests and is staffed by trained dispatchers who collect location and incident details, determine call type, and route the information to the appropriate responding agency. The system also supports text-to-9-1-1, providing an alternative for individuals who may be unable to speak during an emergency.

For fire and EMS incidents, calls are transferred to the Emergency Command and Data Center (ECDC)—a regional dispatch facility operated by San Diego Fire-Rescue. Often referred to as "Metro," the ECDC manages incident communications and unit deployment for multiple jurisdictions, including the National City Fire Department. This regional approach ensures uniform protocols, interagency coordination, and scalability during large-scale emergencies.

A key capability of the ECDC is Emergency Medical Dispatch (EMD). Dispatchers are certified to provide structured medical triage using standardized protocols. Based on the nature of the emergency, dispatchers can determine whether to send basic life support (BLS) or advanced life support (ALS) units, and they provide Dispatch Life Support (DLS)—such as CPR instructions or bleeding control guidance—while units are en route.

The system utilizes Enhanced 9-1-1 (E911) technology to automatically capture caller location and improve response accuracy, especially for mobile phone users. Regional dispatchers at the ECDC collectively handle more than 350,000 calls per year and coordinate over 200,000 incident responses. The integration of local call intake, regional coordination, and medically guided dispatch protocols ensures a high standard of care and efficiency across all emergency responses in National City.

CAPITAL FACILITIES, APPARATUS, & EQUIPMENT

Apparatus and other vehicles, trained personnel, firefighting and emergency medical equipment, and fire stations are the essential capital resources necessary for a fire department to carry out its mission. No matter how competent or numerous the firefighters are, if appropriate capital equipment is not available for operations personnel, it would be impossible for the National City Fire Department to perform its responsibilities effectively. The essential capital assets for emergency operations are facilities, apparatus, and other emergency response vehicles. This section of the report assesses NCFD's fire stations and frontline apparatus and ambulances.

Fire Station Features

Fire stations play an integral role in the delivery of emergency services for several reasons. To a large degree, a station's location will dictate response times to emergencies. A poorly located station can mean the difference between confining a fire to a single room and losing the structure, or survival from sudden cardiac arrest. Fire stations also need to be designed to adequately house equipment and apparatus and meet the needs of the organization and its personnel.

Fire station activities should be closely examined to ensure the structure is adequate in both size and function. Examples of these functions can include the following:

- Kitchen facilities, appliances, and storage
- Residential living space and sleeping quarters for on-duty personnel (all genders)
- Bathrooms and showers (all genders)
- Training, classroom, and library areas
- Firefighter fitness area
- The housing and cleaning of apparatus and equipment, including decontamination and disposal of biohazards
- Administrative and management offices, computer stations, and office facilities
- Public meeting space

In gathering information from NCFD, AP Triton asked the department to rate the condition of its fire stations using the criteria from the following figure. The results can be seen in the following figures.

Figure 2: Criteria Utilized to Determine Fire Station Condition

Excellent	Like new condition. No visible structural defects. The facility is clean and well-maintained. Interior layout is conducive to function with no unnecessary impediments to the apparatus bays or offices. No significant defect history. Building design and construction match the building's purposes. Age is typically less than ten years.
Good	The exterior has a good appearance with minor or no defects. Clean lines, good workflow design, and only minor wear of the building interior. Roof and apparatus apron are in good working order, absent any significant full-thickness cracks or crumbling of apron surface or visible roof patches or leaks. Building design and construction match the building's purposes. Age is typically less than 20 years.
Fair	The building appears to be structurally sound with a weathered appearance and minor to moderate non-structural defects. The interior condition shows normal wear and tear, but flows effectively to the apparatus bay or offices. Mechanical systems are in working order. Building design and construction may not match the building's purposes well. Showing increasing age-related maintenance, but with no critical defects. Age is typically 30 years or more.
Poor	The building appears to be cosmetically weathered and worn with potentially structural defects, although not imminently dangerous or unsafe. Large, multiple full-thickness cracks and crumbling of concrete on the apron may exist. The roof has evidence of leaking and multiple repairs. The interior is poorly maintained or showing signs of advanced deterioration with moderate to significant non-structural defects. Problematic age-related maintenance and major defects are evident. It may not be well-suited to its intended purpose. Age is typically greater than 40 years.

National City Fire Department Stations

The following section lists the various features of NCFD's fire stations.

Figure 3: Station 34

Address/Physical Location:	343 E. 16th St., National City, CA 91950					
Structure						
Date of Original Construction	2005					
Owned or Leased by Agency	Owned					
Seismic Protection						
Auxiliary Power	Yes					
General Condition	Good					
Number of Vehicle Bays	Drive-through Bays	3	Back-in Bays	1		
Total Square Footage	19,500					
Facilities Available						
Sleeping Quarters	11	Bedrooms	11	Beds	0	Dorm Beds
Maximum Staffing Capability	13. Possibilities of putting in bunk or dual beds in what is ambulance crews' room					
Exercise/Workout Facilities	2					
Kitchen Facilities	1					
Individual Lockers Assigned	Yes					
Bathroom/Shower Facilities	Yes					
Office/Computer Stations	Yes					
Washer/Dryer	Yes					
Other Notable Features						
Safety & Security						
Station Sprinklered	Yes					
Smoke Detection	Yes					
Decontamination/Bio. Disposal	Yes					
Security System	Yes					
Vehicle Exhaust System	Yes					
Assigned EMS Units						
Ambulance or Other Vehicle	**No. of Staff**	**Comments**				
Engine 34	4					
Truck 34	4					
Battalion 57	1					
AMR Medic 417	2					

Figure 4: Station 31

Address/Physical Location:	2333 Euclid Ave., National City, CA 91950					
Structure						
Date of Original Construction	1984					
Owned or Leased by Agency	Owned					
Seismic Protection						
Auxiliary Power	Yes					
General Condition	Fair					
Number of Vehicle Bays	Drive-through Bays	0	Back-in Bays	2		
Total Square Footage	5,400					
Facilities Available						
Sleeping Quarters	6	Bedrooms	6	Beds	0	Dorm Beds
Maximum Staffing Capability	6					
Exercise/Workout Facilities	Yes					
Kitchen Facilities	Yes					
Individual Lockers Assigned	Yes					
Bathroom/Shower Facilities	Yes					
Office/Computer Stations	Yes					
Washer/Dryer	Yes					
Other Notable Features						
Safety & Security						
Station Sprinklered	No					
Smoke Detection	Yes					
Decontamination/Bio. Disposal	Yes					
Security System	Yes					
Vehicle Exhaust System	Yes					
Assigned EMS Units						

Ambulance or Other Vehicle	No. of Staff	Comments
Engine 31	3	
AMR Medic 418	2	

Figure 5: Station 33

Address/Physical Location:	2005 E. 4th St. National City, CA 91950					
Structure						
Date of Original Construction	2017					
Owned or Leased by Agency	Owned					
Seismic Protection						
Auxiliary Power	Yes					
General Condition	Poor					
Number of Vehicle Bays	Drive-through Bays	0	Back-in Bays	2		
Total Square Footage	1,100					
Facilities Available						
Sleeping Quarters	3	Bedrooms	3	Beds	0	Dorm Beds
Maximum Staffing Capability	4					
Exercise/Workout Facilities	Yes					
Kitchen Facilities	Yes					
Individual Lockers Assigned	Yes					
Bathroom/Shower Facilities	Yes					
Office/Computer Stations	Yes					
Washer/Dryer	Yes					
Other Notable Features	Double-wide is a temporary station. We could move workout equipment out of one room to house a 4th person					
Safety & Security						
Station Sprinklered	Yes					
Smoke Detection	Yes					
Decontamination/Bio. Disposal	No					
Security System	Yes					
Vehicle Exhaust System	No					

Assigned EMS Units

Ambulance or Other Vehicle	No. of Staff	Comments
Squad 33	2	

Summary of the NCFD Fire Stations

The following figure is a summary list of some of the primary features of the three National City Fire Department fire stations.

Figure 6: Summary of the NCFD Fire Station Features (2022)

Station	Square Footage	Apparatus Bays	Maximum Staffing	General Condition	Station Age
Station 34	19,500	4	13	Good	20 years
Station 31	5,400	2	6	Fair	41 years
Station 33	1,100	2	4	Poor	8 years
Totals:	**20,600**	**8**	**23**		

As shown in the preceding figure, NCFD's Station 34 and Station 31 exceed twenty years of service; however, they are listed in good/fair condition. Station 33 is considered a temporary station and has limited capacity for additional EMS apparatus and staffing. If NCFD expands services to include ambulance transport, the City should focus on a new Station 33 with the capacity to house at least three apparatus and eight staff.

NCFD Apparatus & Vehicles Inventory

Fire apparatus, ambulances, and other emergency response vehicles must be sufficiently reliable to transport Firefighters and equipment rapidly and safely to an incident scene. In addition, such vehicles must be properly equipped and function appropriately to ensure that the delivery of emergency services is not compromised.

As a part of this study, AP Triton requested that the National City Fire Department provide a complete inventory of its fleet (suppression apparatus, ambulances, command and support vehicles, specialty units, etc.). For each vehicle listed, NCFD was asked to rate its condition utilizing criteria described in the following figure—the results of which will be shown in the subsequent apparatus inventory figures.

Figure 7: Criteria Used to Determine Apparatus & Vehicle Condition

Components	Points Assignment Criteria	
Age:	One point for every year of chronological age, based on the date the unit was originally placed into service.	
Miles/Hours:	One point for every 10,000 miles or 1,000 hours	
Service:	1, 3, or 5 points are assigned based on service type received (e.g., a pumper would be given a 5 since it is classified as severe duty).	
Condition:	This category considers body condition, rust, interior condition, accident history, anticipated repairs, etc. The better the condition, the lower the assignment of points.	
Reliability:	Points are assigned as 1, 3, or 5, depending on the frequency a vehicle is in for repair (e.g., a 5 would be assigned to a vehicle in the shop two or more times per month on average; while a 1 would be assigned if in the shop on average once every three months or less.	
Point Ranges	**Condition Rating**	**Condition Description**
Under 18 points	Condition I	Excellent
18–22 points	Condition II	Good
23–27 points	Condition III	Fair (consider replacement)
28 points or higher	Condition IV	Poor (immediate replacement)

As shown in the following figure, NCFD maintains two frontline engines, one aerial, and several other vehicles. The following figure lists the department's current frontline inventory.

Figure 8: NCFD Fleet Inventory (2022)

Radio Call Sign	Type (I, II, III, Other)	Chassis & Body Manufacturers	Assigned Station	Year	Condition
Engines & Aerials					
Engine 34	Type I	Arrow XT Pierce	Station 34	2024	Excellent
Engine 31	Type I	Arrow XT Pierce	Station 31	2019	Good
Engine 34	Type I	Arrow XT Pierce	Station 34	2011	Good
Engine 31	Type I	Arrow XT Pierce	Station 34	2006	Good
Truck 34	Quint	Arrow XT Pierce	Station 34	2015	Good
Truck 34	Quint	Arrow XT Pierce	Station 34	2009	Good
Other Vehicles					
Squad 33	Other	5500 Ram	Station 33	2021	Good
Squad 33 (Reserve)	Other	Ford	Station 33	2016	Good

The National City Fire Department maintains a number of apparatus in reserve, which includes Engines 31, 34, Truck 34, and Squad 33.

Apparatus Maintenance & Replacement Planning

No piece of mechanical equipment or vehicle is designed to last indefinitely. As apparatus and vehicles age, repairs become more frequent and complex, parts may become harder to source, and downtime for maintenance increases. Because fire protection, EMS, and other emergency services are critical to the community, minimizing downtime is a primary factor in determining apparatus replacement.

Given the high cost of fire apparatus and medic units, the City has developed a capital replacement plan. Fire departments commonly establish an expected life cycle for each vehicle, which provides a projected replacement date to support long-term planning and budget development.

In practice, using life-cycle projections for planning purposes—such as allocating replacement funding—can be beneficial while determining the replacement date based on maintenance records, performance evaluations, and operational reliability. This approach allows the department to achieve greater cost-effectiveness without compromising service readiness.

Economic Theory of Apparatus Replacement

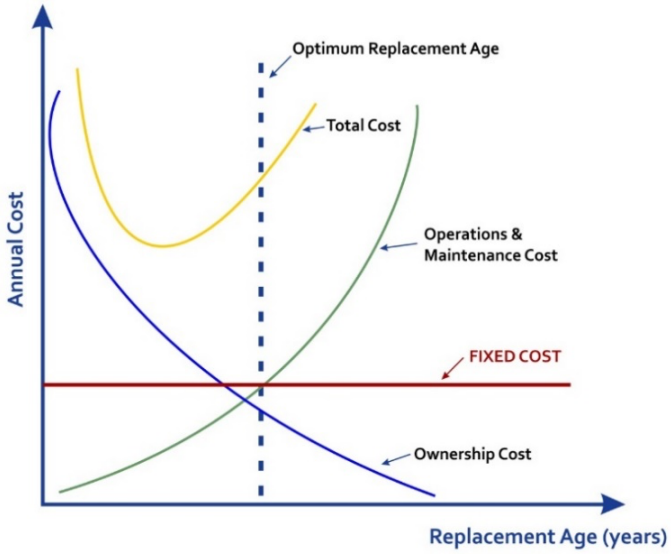
Some fire districts use the Economic Theory of Vehicle Replacement as a conceptual model for apparatus management. According to this theory, as a vehicle ages, its capital value decreases while operating costs rise. The combination of these factors creates a total cost curve, indicating that the optimal time to replace an apparatus occurs when operating costs begin to exceed capital costs. This optimal replacement point is not a single date but typically falls within a range.

Timing replacements within this window allows the department to achieve the greatest cost efficiency. If equipment is not replaced in a timely manner, the perceived savings from delaying purchases can be offset by increasing maintenance and repair costs. Fire officials who assume that deferring replacements will help balance the budget should consider two potential consequences:

1) Costs shift from the capital budget to the operating budget.
2) Overall fleet costs may increase due to higher maintenance and repair expenditures.

The following figure illustrates the Economic Theory of Vehicle Replacement.

Figure 9: Economic Theory of Vehicle Replacement



Despite its net effect on current apparatus and vehicle costs, deferring replacement purchases unquestionably increases future replacement spending needs. The deferral may also impact operational capabilities, including the safe and efficient use of apparatus.

Potential Future Ambulance Serviceability

An important consideration for NCFD is the cost associated with the future replacement of ambulances. The **recommended lifespan of an ambulance** depends on its type, usage, and regulatory guidance, and there are widely accepted standards in the fire/EMS industry:

Type I and Type III Ambulances (chassis-based, modular patient compartment):

- **Typical lifespan:** 6–10 years or 100,000–150,000 miles.
- Many agencies aim to replace at **8–10 years** for Type I/III due to escalating maintenance costs, reliability concerns, and safety standards.

Type II Ambulances (van-style, non-modular):

- **Typical lifespan:** 4–6 years or 100,000 miles.
- These have a shorter service life because they often have less robust chassis and limited customization for EMS operations.

Factors affecting replacement timing:

- Annual mileage and engine hours.
- Frequency and cost of repairs/maintenance.
- Vehicle downtime affecting response readiness.
- Compliance with federal or state safety and EMS regulations.
- Technological advancements (e.g., updated patient care equipment, electronic systems).

Industry best practice: Most fire/EMS agencies follow a **"life-cycle replacement" model**, where an ambulance is planned for replacement **before maintenance costs exceed capital cost efficiency**, often around 8–10 years for Type I/III vehicles.

NCFD Fleet Maintenance

The National City Fire Department employs dedicated city mechanics to perform a portion of its vehicle maintenance. However, these staff members are not certified as Emergency Vehicle Technicians (EVT) under **NFPA 1910: *Standard for the Inspection, Maintenance, Refurbishment, Testing, and Retirement of In-Service Emergency Vehicles and Marine Firefighting Vessels*.** Some maintenance tasks and major repairs are outsourced. NCFD's vehicles undergo routine preventative maintenance, and pump tests are conducted annually in accordance with **NFPA 1910.**

If the department begins providing ambulance transport, at least one additional mechanic with EVT certification will be necessary to maintain the expanded fleet and ensure compliance with applicable standards.

Capital Medical Equipment

The National City Fire Department maintains five 2024 Zoll X Series® Advanced cardiac monitor/defibrillators. These devices are equipped and capable of providing cardiac monitoring, defibrillation, 12-lead ECGs, and monitoring of SpO_2, $etCO_2$, carbon monoxide (CO), blood pressure, and temperature.



SERVICE DEMAND OVERVIEW

This section provides National City with an overview of key response data. It is designed to help the city assess recent emergency medical services (EMS) and ambulance performance, establishing a baseline for performance expectations. National City, the Fire Department, county officials, and political leaders can use this information to understand how their decisions, policies, and external factors influence overall performance.

Research Information

The data in this section was derived from dispatch and records management systems provided by the National City Fire Department (NCFD). It covers the period from January 1, 2020, through December 31, 2024, and includes records for all call types across the National City Fire Department service area. This report's analysis is limited to incidents occurring within National City's jurisdiction, primarily focusing on cases where ambulances were dispatched and arrived on scene.

Statistics Discussion

Mathematical and technological methods must be applied carefully when evaluating a complex system like emergency incident response. Incorrect analyses can have serious consequences, so agencies should combine sound data analytics with professional judgment when making operational decisions. This analysis is intended to quantify and interpret available information, providing a foundation for the agency to use as it seeks to enhance performance or modify services.

Statistical Tools

Various statistical tools were used to develop this section, primarily categorization, percentiles, and regression analysis. These methods provide insight into historical performance and offer inferences that can help leaders identify strengths and areas for improvement.

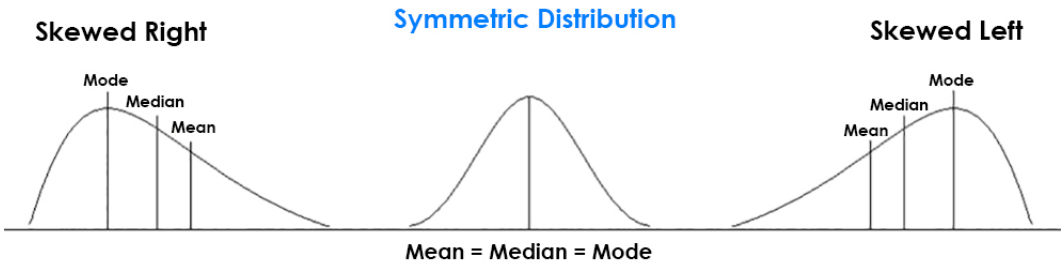
90th percentile

Time performance in this report is measured using the 90th percentile. While the detailed mathematics behind this metric are beyond the scope of this report, understanding its purpose is important.

The 90th percentile is widely adopted in the fire service and EMS industries, allowing agencies to benchmark performance against standards or peer organizations. For instance, the National Fire Protection Association (NFPA) incorporates this measure in most of its standards, and the Commission on Fire Accreditation International (CFAI) requires performance reporting at the 90th percentile.

Statistically, the 90th percentile provides a more accurate reflection of overall performance, particularly for skewed emergency response data, where other measures may be less sensitive. The following figure illustrates a typical example of data skew.

Figure 10: Data Skew[1]



In a symmetric distribution, the mean (average), median (middle value), and mode (most frequent value) are all equal. When a distribution is skewed, these measures diverge. Using the mean in a left-skewed dataset can understate typical performance, while in a right-skewed dataset, it can overstate it. Most time-performance data for National City Fire Department is right-skewed, meaning that relying on the average would exaggerate performance.

Data Engineering Findings

Data Sources and Preparation

National City Fire Department provided four datasets covering the five years from January 1, 2020, through December 31, 2024. These tables contained information from the Records Management System (RMS), Computer-Aided Dispatch system (CAD), and electronic patient care records (ePCR). Upon review, the CAD records were excluded from analysis because they largely duplicated information already captured in the RMS.

1 This Photo by Unknown Author is licensed under CC BY-SA-NC, creativecommons.org/licenses/by-nc-sa/3.0/

The remaining data were enhanced by integrating Geographic Information Systems (GIS) data and expanding CAD code definitions. The datasets were tested and standardized for consistency, and duplicate records were removed. The final dataset included 36,907 incidents and 12,477 apparatus records. Data loss due to processing and integration was negligible, accounting for less than 0.1% of the original records.

Data Error Handling

Data from emergency response systems are prone to errors, typically arising from human entry or system collection issues. Common error-management approaches include statistical exclusion, real-time exclusion, formula adjustments, and logic-based testing.

In the National City Fire Department records, error-prone fields were minimal, requiring little statistical correction. Some data were excluded using formulas and logic checks. For example, negative or null time segments were removed using a logic tree. Outliers were defined as travel times exceeding 30 minutes and total times exceeding one hour. These criteria still preserved 99% of the records for analysis.

System Demand & Performance

The first aspect of the analysis examines the overall system call volume. Since this involves a straightforward count of ambulance incidents by type and location, no data was excluded during processing.

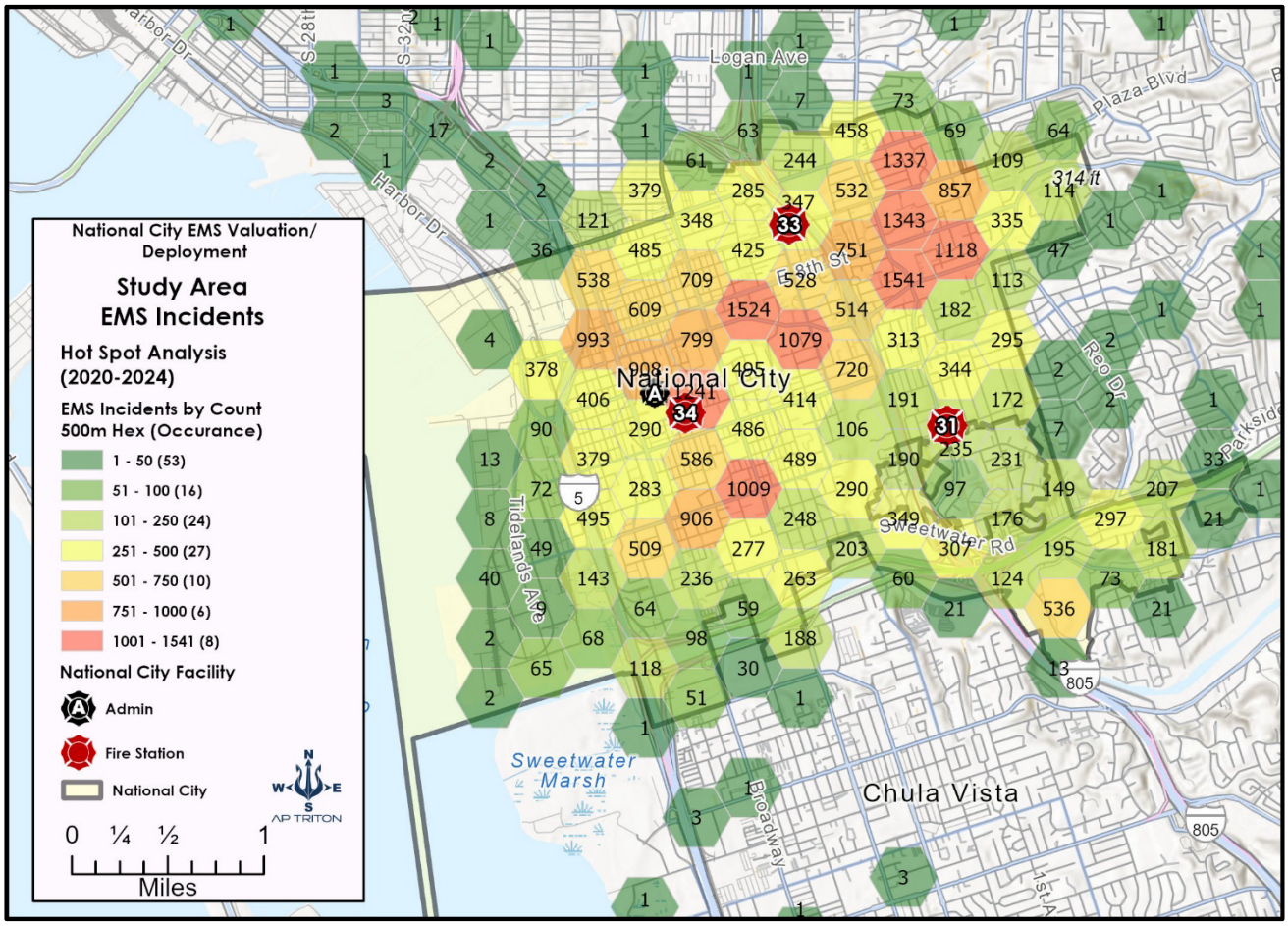
City Overview

The city's population density is classified as urban throughout. To make large datasets more manageable, it is useful to organize information into smaller groupings. In this analysis, the most meaningful grouping was by first-due company area.

Incident Volume

Examining overall incident density provides valuable insight into the volume of activity within the system. The following figure illustrates the number of ambulances arriving on scene for all incidents during the study period.

Figure 11: Overall EMS Incident Density (2020–2024)



The two most active pockets are around Station 33 and east of Station 34.

Ambulances are deployed for more than just EMS calls; they may also respond to fires, hazardous materials incidents, and other emergencies. Analysis of the incident data shows that not every dispatched ambulance arrives on scene, and not every arrival results in a patient transport. The following figure summarizes total citywide incidents by type.

Figure 12: Ambulance Assigned Incidents (2021–2024)

Incident Type	Count	Percent
300—Rescue, EMS incident, other	5	0.02%
311—Medical assist, assist EMS crew	9	0.04%
320—Emergency medical service incident, other	3	0.01%
321—Medical Aid	21,239	90.68%
322—Traffic Accident	2,036	8.69%
323—Motor vehicle/pedestrian accident (MV Ped)	22	0.09%
324—Motor vehicle accident with no injuries.	20	0.09%
331—Lock-in (if lock out, use 511)	5	0.02%
350—Extrication, rescue, other	3	0.01%
351—Extrication of victim(s) from building/structure	1	0.00%
352—Extrication of victim(s) from vehicle	5	0.02%
353—Elevator Rescue	59	0.25%
354—Trench/below-grade rescue	3	0.01%
356—High-angle rescue	3	0.01%
360—Water & ice-related rescue, other	2	0.01%
363—Swift water rescue	6	0.03%

During the study period, certain locations experienced multiple ambulance requests. These high-demand areas can place significant strain on available resources. However, accurately identifying these frequent call locations enables agencies to implement targeted preventative strategies. Understanding where incidents repeatedly occur allows for more efficient allocation of resources and focused prevention efforts. The following figure presents the top ten addresses based on incident frequency, along with the corresponding number of incidents at each location.

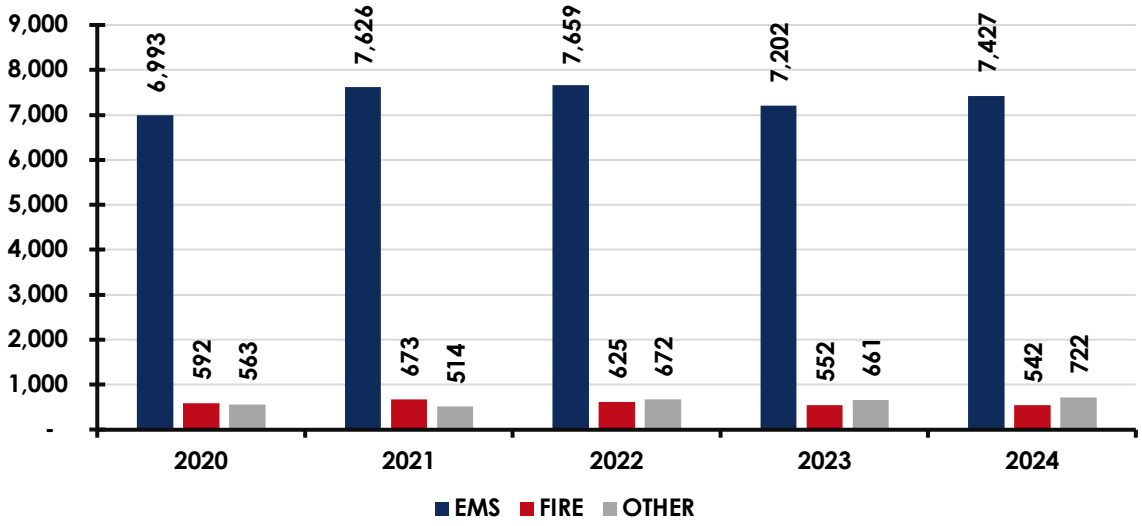
Figure 13: Top 10 Addresses (2021–2024)

Top 10 Addresses	Count of Incident #
1200 Highland Ave, NATIONAL CITY, CA/WALMART Highland Ave & E Plaza BLVD	269
1200 National City Blvd, NATIONAL CITY, CA/NATIONAL CITY PD HQ	220
1305 E 26th St, NATIONAL CITY, CA	183
2400 E 04th St, NATIONAL CITY, CA/PARADISE VALLEY HOSPITAL	103
303 W 26th St, NATIONAL CITY, CA/ FRESENIUS KIDNEY CARE National City	165
3030 Plaza Bonita Rd, NATIONAL CITY, CA/PLAZA BONITA	161
506 W 22nd St, NATIONAL CITY, CA/ TROLLEY 24th Street - National City	261
555 W 08th St, NATIONAL CITY, CA/ TROLLEY 8th Street - National City	178
735 Arcadia Ave, NATIONAL CITY, CA/ PARKVIEW MEMORY CARE at Paradise Village	98
I-805 SB, NATIONAL CITY, CA/ SB 805 NO PLAZA BLVD	97
Grand Total	**1,735**

Temporal Analysis

Understanding the temporal elements of incident volume is helpful for leaders to visualize. This allows them to plan for activities other than incidental, such as training, prevention, rest, and public events. Recognizing incident levels by month, day, and hour directly affects deployment. Visualizing annual trends may also help leadership understand the need to change the level of service. The following figure shows the total number of incidents within the city annually.

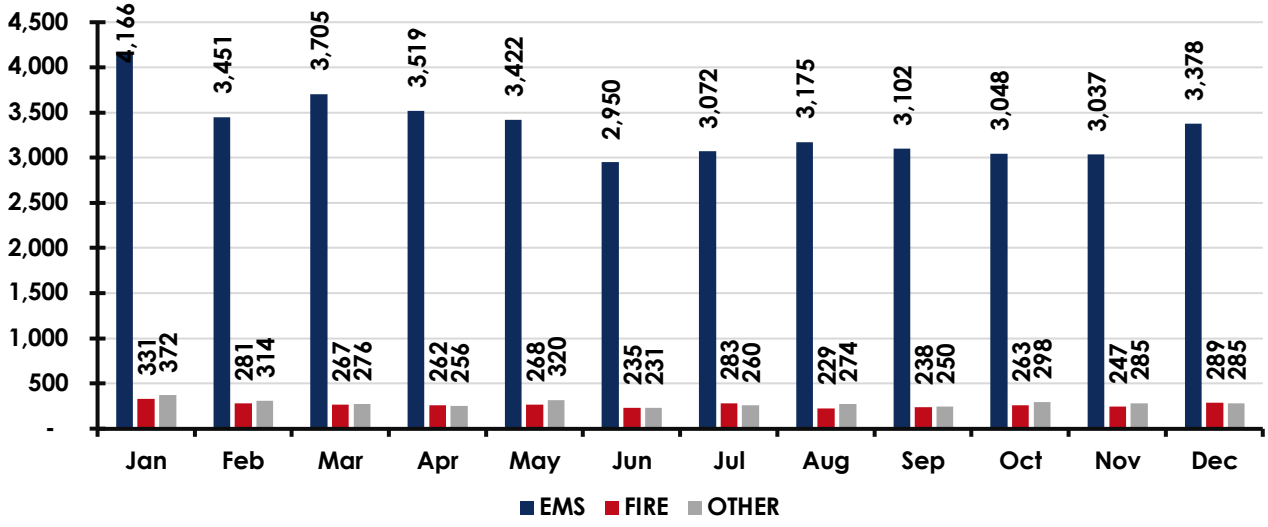
Figure 14: Annual Incident Volume (2020–2024)



The preceding figure shows consistent annual EMS incidents from 2020 to 2024. Overall volume increased by 6.7% over the past five years.

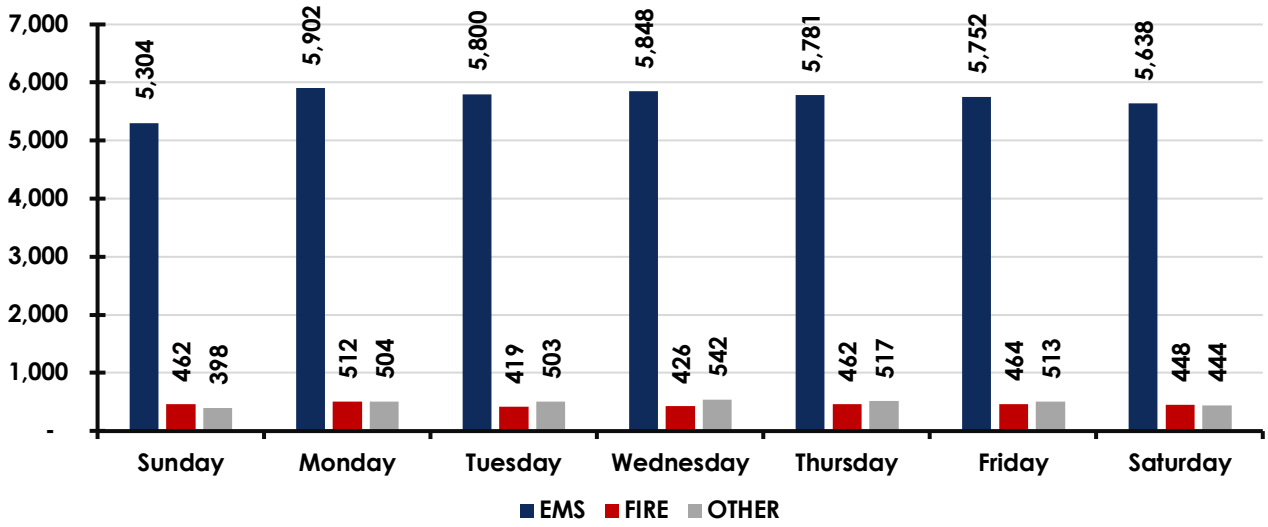
Monthly fluctuations are minor, generally within ±1% of expected levels. There is a slight uptick in incidents during December and January, but these variations largely reflect the differing number of days in each month. The overall pattern suggests minimal seasonality in National City Fire Department's incident volume. The following figure illustrates the monthly percentage distribution of incidents across the study period.

Figure 15: Monthly Incident Demand Variation (2020–2024)



Daily variation is slight and less than +/- 1% expected. Sunday shows the most significant deviation from the expected, at 11%. The following figure shows the percentage of incidents that happen on weekdays.

Figure 16: Variation by Weekday (2020–2024)



There is a more pronounced variation when examining incidents by hour of the day. Incident activity is not evenly distributed throughout the day; daytime hours are consistently busier than evening, night, and early morning periods. This pattern is likely driven by typical human activity, as people are awake and active during the day. For the National City Fire Department, over 63.7% of all incidents occur between 8:00 AM and 8:00 PM. The following two figures show the EMS incident during the day and night.

Figure 17: EMS Hotspot Counts DAYTIME (2020–2024)

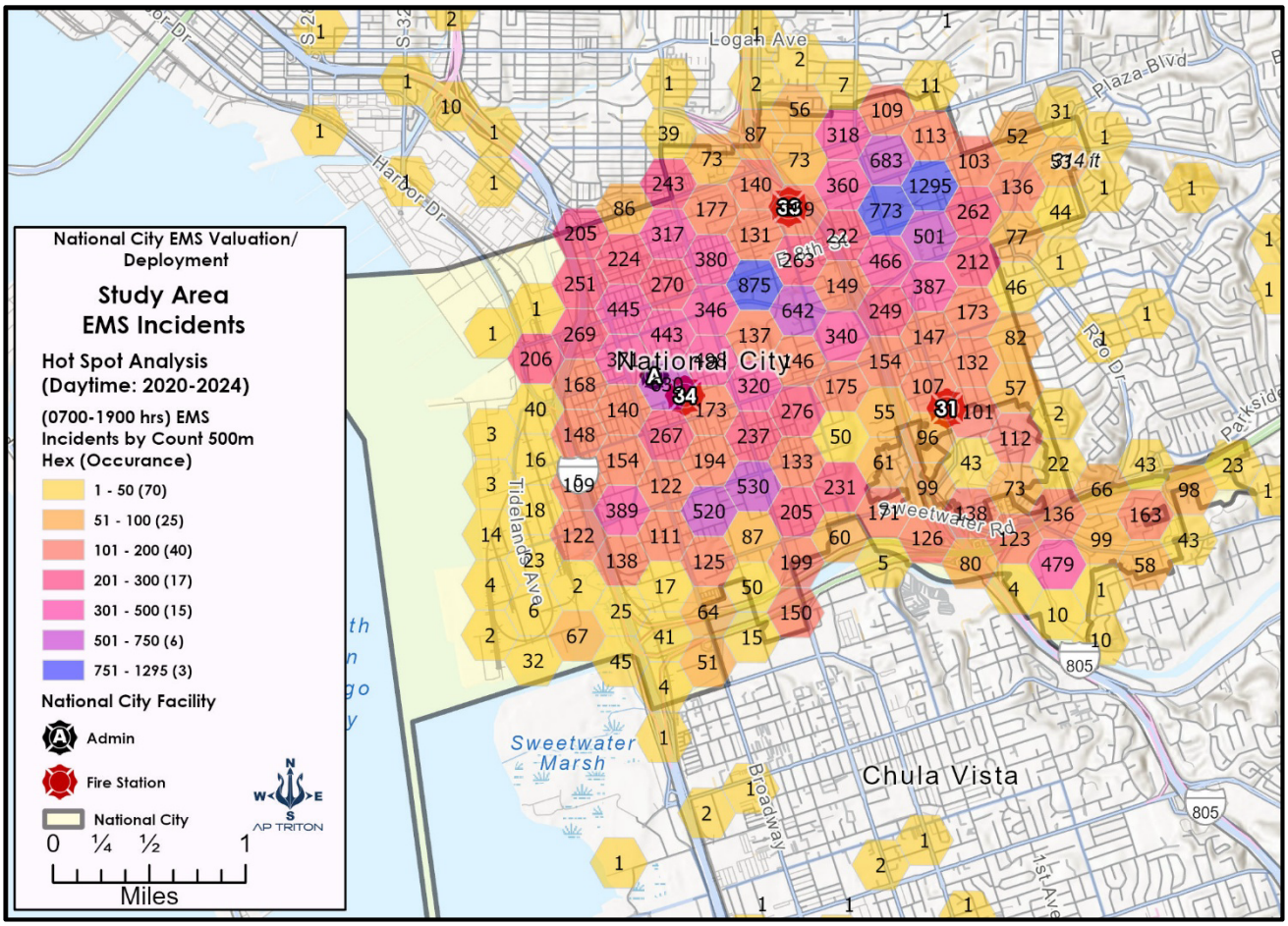
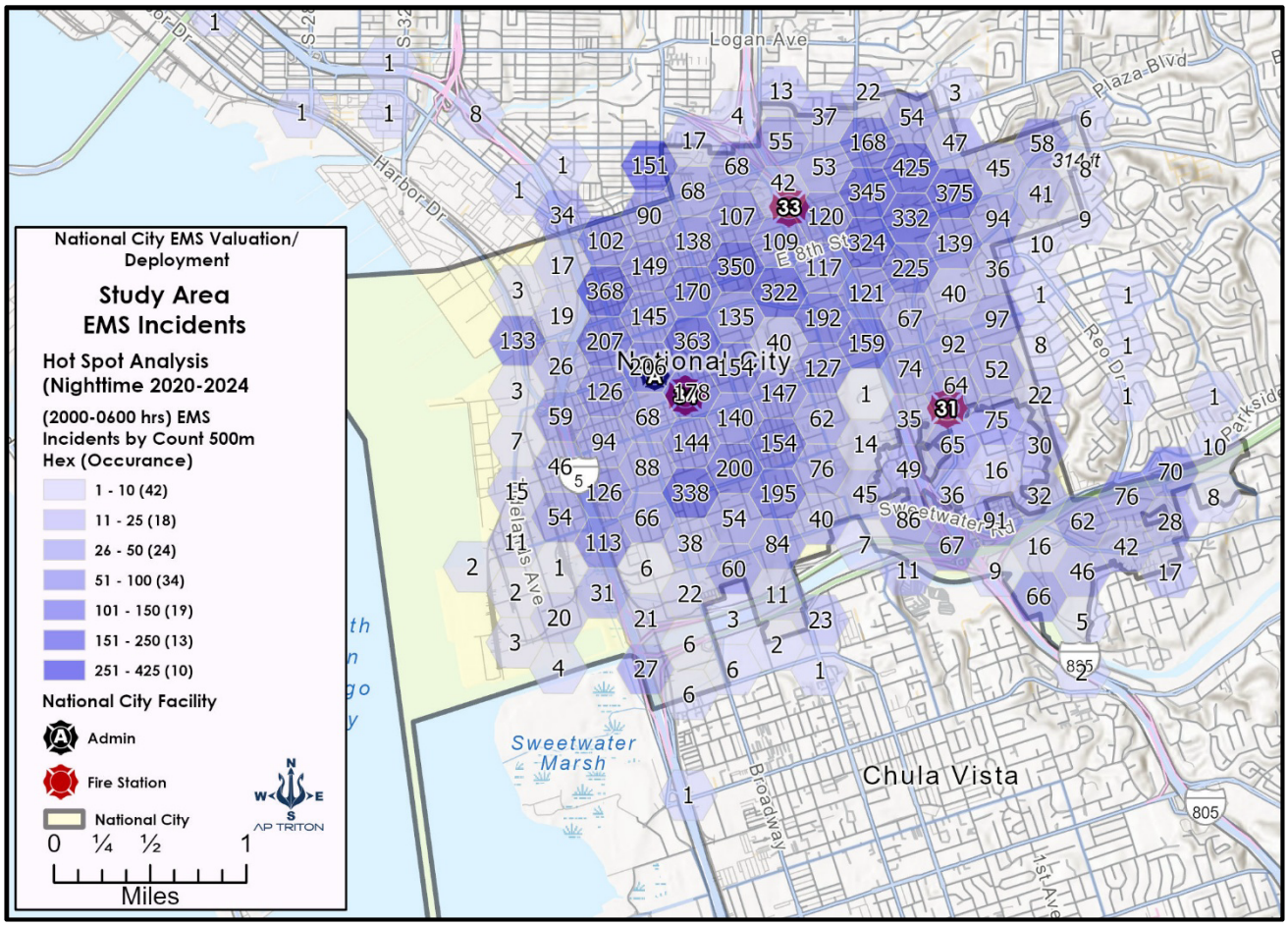
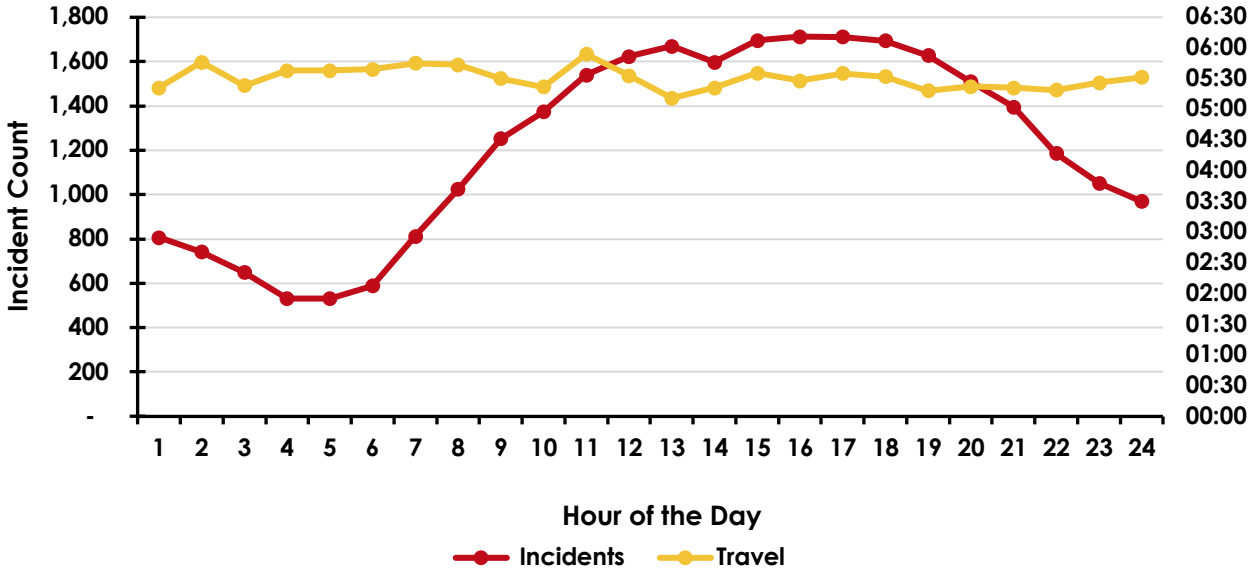


Figure 18: EMS Hotspot Counts NIGHTTIME (2020–2024)



The preceding analysis shows a clear required surge capacity during the daytime hours. Although the volume is less at night, it is within the response area of stations 33 and 34. The following figure illustrates the percentage of incidents by hour of occurrence.

Figure 19: Incident Volume Percent by Hour (2020–2024)



This curve mirrors the pattern observed in many other fire and EMS systems. Incident frequency rises in the early morning, peaks in the early afternoon, and tapers off during the evening.

Analyzing incident volumes by both weekday and hour provides valuable insight. Some systems exhibit a typical weekday pattern but experience a shift on weekends. In the National City Fire Department system, weekday patterns remain relatively consistent. However, the system has a higher volume until 19:00. The following figure illustrates incident volumes by hour and weekday across the study period.

Figure 20: Incident Demand by Hour and Day (2020–2024)

DEPARTMENT	National City Fire Department						
AVAILABLE STATIONS	3						
HOUR↓DAY→	SUN	MON	TUE	WED	THU	FRI	SAT
0	47	38	36	36	40	35	38
1	42	32	36	29	37	31	41
2	34	31	31	24	30	31	36
3	31	24	26	27	22	27	27
4	30	22	24	22	28	28	28
5	28	29	31	29	26	26	25
6	32	40	40	41	33	37	37
7	39	51	45	55	49	41	43
8	47	63	68	64	55	61	52
9	49	77	71	61	68	68	58
10	61	73	74	76	76	63	67
11	64	80	74	83	71	74	69
12	59	79	71	77	83	78	74
13	62	69	75	75	81	77	70
14	61	80	83	77	78	80	73
15	65	76	73	79	77	77	73
16	71	78	79	78	80	72	70
17	67	77	71	76	78	77	72
18	70	79	66	72	70	73	71
19	66	72	66	62	64	73	68
20	61	64	55	68	62	65	58
21	56	55	53	59	53	52	53
22	48	49	54	50	49	49	51
23	47	46	47	46	43	54	54

A final component of the temporal analysis examines the occurrence of simultaneous incidents, also known as concurrency. Understanding concurrency is critical for determining the number of units required at any given time. To maintain data integrity, incidents lasting longer than 12 hours were excluded, representing less than 0.1% of the dataset.

For the National City Fire Department, up to three incidents commonly occur at the same time, with a single active incident being the most frequent scenario. Situations requiring more than four ambulances are rare, occurring in less than 1.37% of all incidents. The following figure illustrates the total number of incidents in progress and the distribution of concurrent incidents throughout the study period.

Figure 21: Concurrent Incidents Totality (2020–2024)

Concurrent Units on EMS incidents	Count	Percent	Cumulative Percent
1	71,804	92.27%	92.27%
2	3,490	4.48%	96.76%
3	1,372	1.76%	98.52%
4	627	0.81%	99.33%
5	277	0.36%	99.68%
6	125	0.16%	99.84%
7	60	0.08%	99.92%
8	24	0.03%	99.95%
9	14	0.02%	99.97%
10	15	0.02%	99.99%
11	8	0.01%	100.00%

The following figure shows the percentage of concurrency each year from 2020 to 2024. There is a consistent increase each year for concurrent incidents., supporting the need for four and five transport units during peak volume.

Figure 22: Concurrent Incidents by Year (2020–2024)

No. of Units	2020	2021	2022	2023	2024
Single Unit	0.25%	25.96%	34.61%	41.54%	32.45%
Two Units	0.22%	24.17%	21.21%	18.26%	22.71%
Three Units	0.15%	19.10%	17.51%	15.20%	17.21%
Four Units	0.14%	12.40%	9.85%	10.41%	11.55%
Five Units	4.10%	7.35%	3.44%	5.90%	6.46%
Six Units	0.00%	4.23%	0.00%	3.25%	3.67%
Seven Units	2.34%	2.51%	0.00%	1.81%	2.20%
Eight or More Units	4.10%	4.30%	13.39%	3.63%	3.76%

Unit Volume

A comprehensive assessment of each unit is beyond the scope of this report. Nevertheless, it is useful to understand the average time each apparatus spends on different types of incidents. The following figure presents the average number of minutes each unit type is engaged by incident.

Figure 23: NCFD Average Unit Type Commit Time by Incident Category (2020–2024)

Unit	2020	2021	2022	2023	2024	Average UHU
B57	10.02%	7.69%	6.56%	5.39%	5.34%	7.00%
NCE234	2.81%	0.02%	0.13%	0.15%	0.95%	0.81%
NCE31	16.82%	16.04%	19.15%	16.90%	17.30%	17.24%
NCE34	26.40%	30.65%	34.66%	30.79%	24.17%	29.33%
NCSQ33	22.90%	25.80%	27.32%	27.97%	21.58%	25.11%
NCT34	6.50%	8.24%	8.16%	8.72%	7.44%	7.81%

Figure 24: AMR Average Unit Type Commit Time by Incident Category (2020–2024)

Unit	2020	2021	2022	2023	2024	Grand Total
AM254	57	141	135	151	108	**592**
AM255	36	110	98	75	90	**409**
AM256	29	118	94	55	93	**389**
AM257	131	191	247	258	261	**1,089**
AM411	204	47	-	-	-	**251**
AM412	220	150	59	27	38	**494**
AM413	184	47	-	-	0	**231**
AM414	398	99	1	1	-	**499**
AM415	356	108	1	1	-	**466**
AM416	637	510	449	450	565	**2,611**
AM417	2,207	2,805	3,719	3,440	2,816	**14,987**
AM418	1,911	2,551	3,310	2,719	2,743	**13,234**
AM420	284	100	-	-	-	**384**
AM492	52	93	99	53	52	**349**
AM493	176	41	6	-	-	**223**
AM494	13	7	9	-	-	**29**
Total	**6,895**	**7,118**	**8,227**	**7,230**	**6,766**	**36,236**

The objective of this analysis is to determine the number of ambulances required for the system. A clear understanding of the distinction between **commit time** and **unit hour utilization (UHU)** is essential for accurately evaluating staffing needs. Since each ambulance is typically committed to an incident for an average of 55 minutes, it may not be immediately available for additional calls during that period.

Unit hour utilization represents the proportion of time a unit is actively engaged on incident scenes relative to the total hours it is available. This metric is commonly expressed as a percentage or a decimal. For example, a 24-hour ambulance is staffed for 8,760 hours per year. If that unit is committed to incidents for 2,628 hours annually, its UHU would be 30% (or 0.30).

$$UHU = \frac{\sum Time\ Commited\ to\ a\ Scene}{\sum Time\ Unit\ is\ Staffed\ and\ In\ Service}$$

In a system where units move directly from one incident to the next without interruption, the unit hour utilization (UHU) would theoretically be 100%. While this represents maximum efficiency and profitability, it is unrealistic for most operations. Crews require downtime, and incidents rarely occur in a perfectly continuous manner.

For-profit ambulance providers often use UHU targets to assess the profitability of a region, market, or specific unit. While these targets vary by company and operational strategy, studies, such as one conducted by the Academy of International Mobile Healthcare Integration, indicate that members typically achieve UHU values between 22.8% and 47.6%. However, the upper end of this range is generally impractical for most public agencies, particularly those operating 24-hour shifts.

Public agencies should adopt a UHU that balances community service demands with crew obligations. A 24-hour unit has scheduled activities built into each shift, including rest, meals, training, and physical fitness. Rest alone may account for 6–8 hours, while the combination of training, meals, and fitness can take an additional 6 hours, totaling nearly 58% of the shift. This leaves only 42% of a 24-hour period available for incident response.

Sustaining operations consistently at the 33% UHU level would reduce reliability and leave little system resiliency. Therefore, for this report, an optimal UHU of 35% will be assumed, providing adequate coverage while allowing for necessary crew duties and maintaining system flexibility.

Understanding the average number of units needed per day, the typical time each unit is committed to an incident, and the projected UHU allows for estimation of the average number of units required. This is calculated by multiplying the average unit demand by the UHU. Fractional unit results are rounded up to determine the number of full ambulances needed during each hour. The following figure illustrates the total number of units required within the National City Fire Department system based on these averages.

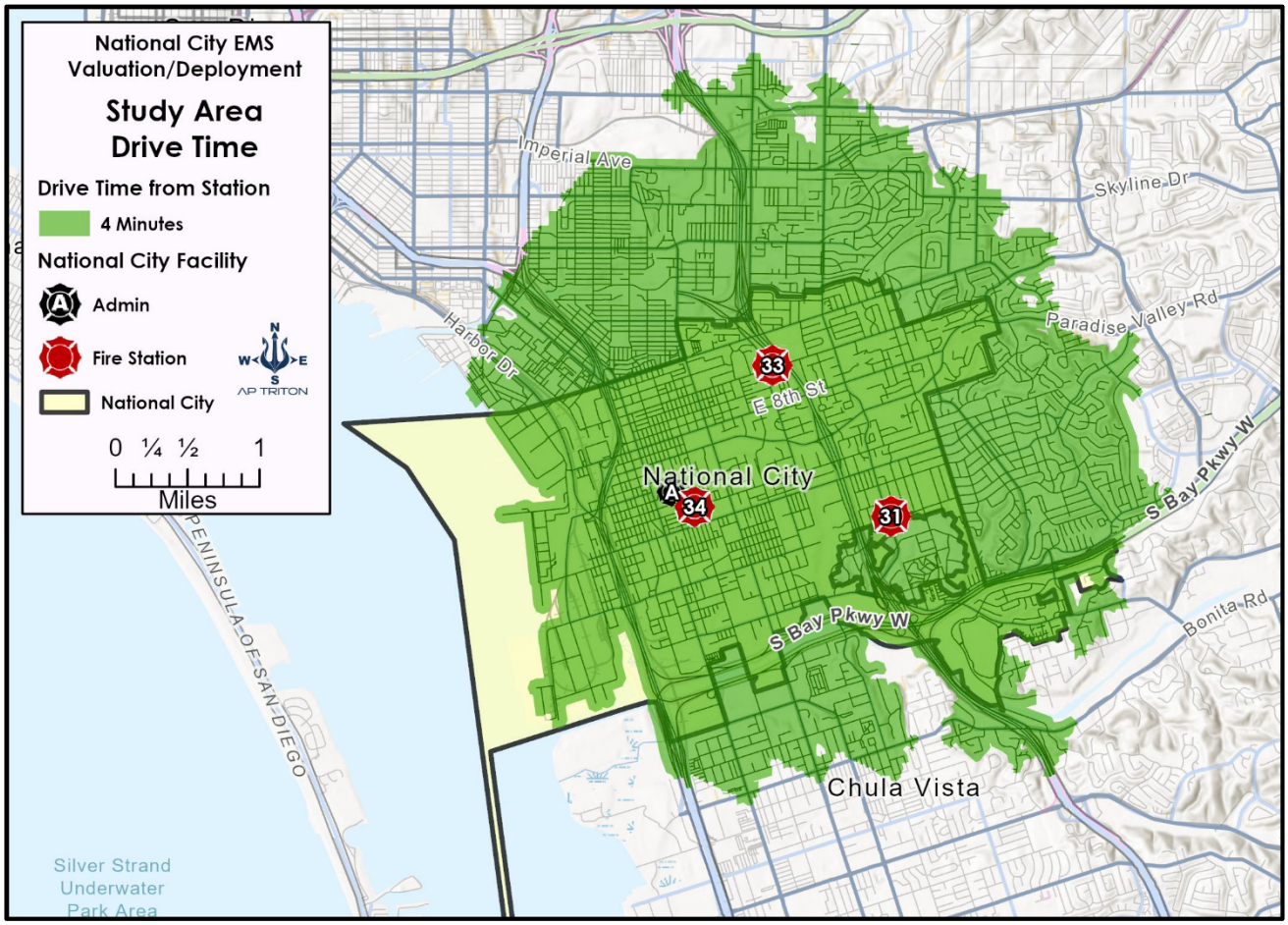
Figure 25: Predicted Total Number of Units Needed by Hour and Day (2024)

DEPARTMENT	National City EMS						
Unit Hours Needed							
HOUR↓DAY→	Sun	Mon	Tue	Wed	Thu	Fri	Sat
0	3	2	2	2	2	2	2
1	2	2	2	2	2	2	3
2	2	2	2	1	2	2	2
3	2	1	2	2	1	2	2
4	2	1	2	1	2	2	2
5	2	2	2	2	2	1	1
6	2	2	2	2	2	2	2
7	2	3	2	3	3	2	2
8	3	3	4	4	3	4	3
9	3	4	4	3	4	4	3
10	3	4	4	4	4	3	3
11	3	4	4	5	4	4	4
12	3	4	4	4	4	4	4
13	3	4	4	4	4	4	4
14	3	5	4	4	4	4	4
15	3	4	4	4	4	4	4
16	4	4	4	4	4	4	4
17	3	4	4	4	4	4	4
18	3	4	4	4	4	4	4
19	4	4	3	3	3	4	4
20	3	3	3	4	3	4	3
21	3	3	3	3	3	3	3
22	3	3	3	3	3	3	3
23	3	3	3	3	2	3	3

GIS Modeling

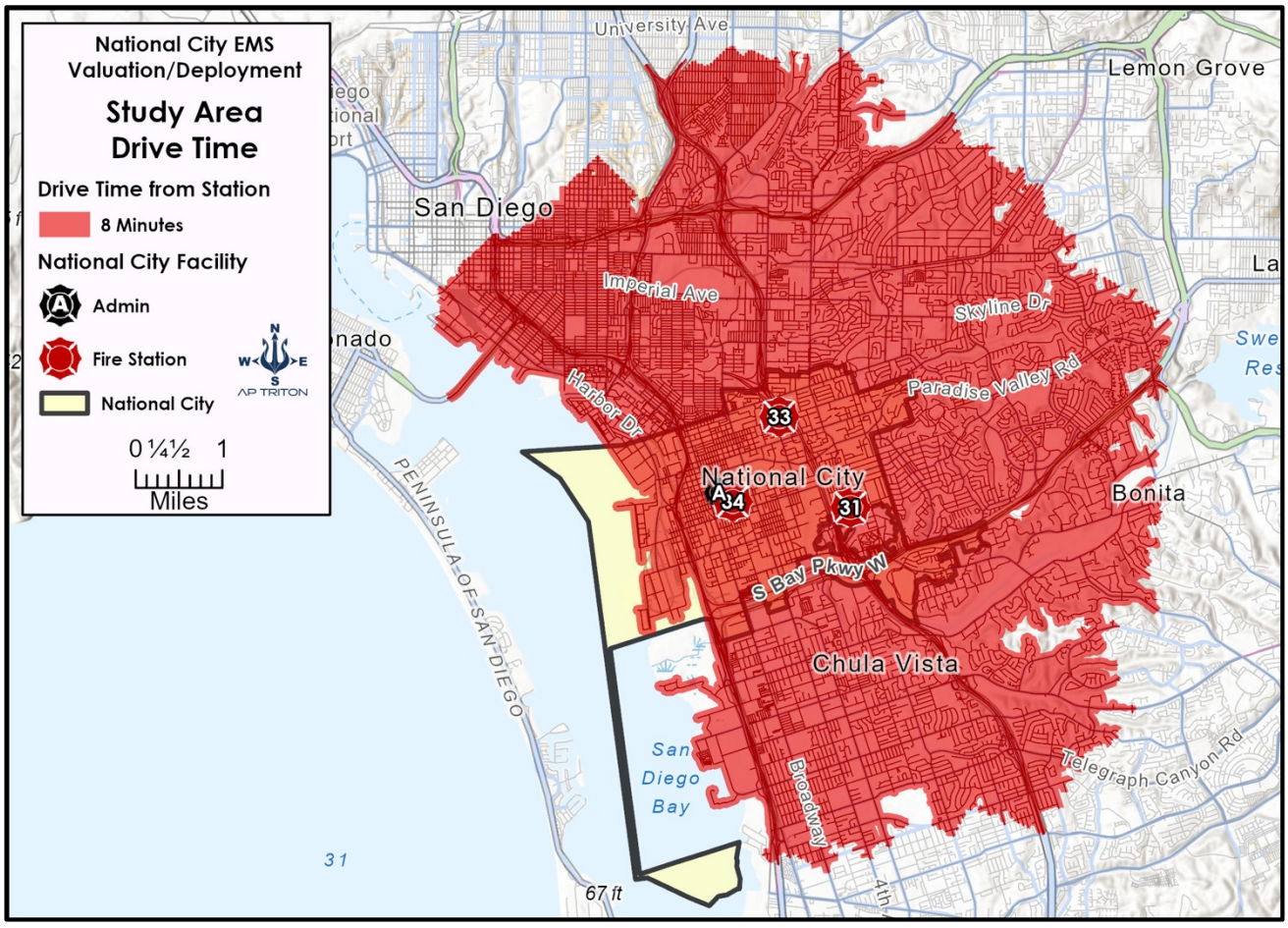
For context, three travel time benchmarks were evaluated using GIS modeling. The first is the NFPA travel time standard of 4 minutes, as defined in NFPA 1710: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*.

Figure 26: 4-Minute Drive Time



Beyond the standard NFPA travel time benchmark, there may be operational reasons to position an ambulance at any of these facilities. Whether managed by the city or a third-party provider, these stations offer strong coverage for densely populated areas but provide more limited coverage in remote and wilderness regions. The following figure illustrates the urban coverage areas for 8-minute performance goals.

Figure 27: 8-Minute Drive Time



The station locations across the city provide strong overall coverage and favorable theoretical response travel times.

Response Performance

In analyzing response performance, AP Triton employs percentile measurements to assess response time performance. These measurements are derived from industry best practices outlined by the Center for Public Safety Excellence (CPSE) and the National Fire Protection Association (NFPA) standards 1710: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments* and NFPA 1720: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments*. Percentile measurements offer a more accurate representation of performance as they consider the performance of most data points, reducing the impact of outliers.

The "average" measure is a commonly used descriptive statistic called the mean of a data set. The most important reason for not using the average for performance standards is that it may not accurately reflect the performance for the entire data set and may be skewed by outliers, especially in small data sets. One extremely good or bad value can skew the average for the whole data set.

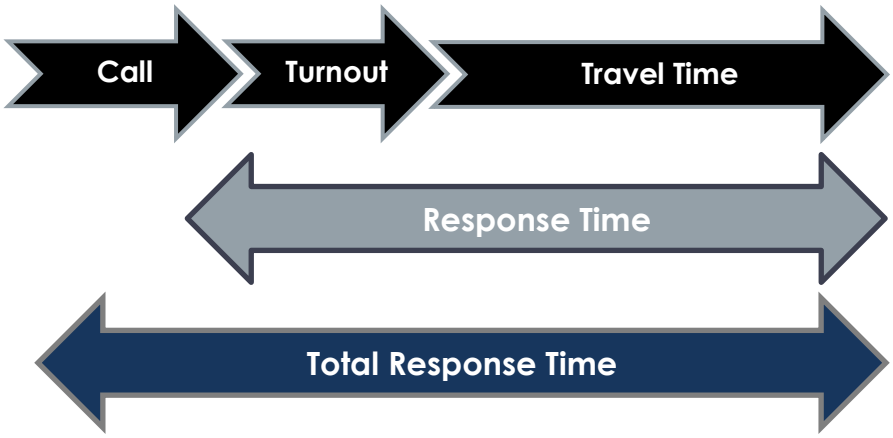
The "median" measure is another acceptable method of analyzing performance. This method identifies the value in the middle of a data set and thus tends not to be as strongly influenced by data outliers.

Percentile measurements are a better measure of performance because they show that most of the data set has achieved a particular level of performance. The 90th percentile means that 10% of the values are more significant than the value stated, and all other data are at or below this level. This can be compared to the desired performance objective to determine the degree of success in achieving the goal.

As this report progresses through the performance analysis, it is essential to remember that each response performance component is not cumulative. Each is analyzed as an individual component, and the point at which the fractile percentile is calculated exists in a set of data unto itself. The response time continuum—the time between when the caller dials 911 and when assistance arrives—is comprised of several components:

- **Alarm Processing Time:** The interval between the time the alarm is received at the primary PSAP until the beginning of the transmittal of the response information via voice or electronic means to emergency response facilities or the emergency response units (ERUs) in the field.
- **Turnout Time:** The interval between the time that personnel or units are notified of a call and the time when they begin to respond to the incident.
- **Travel Time:** The time interval begins when a unit is en route to the emergency incident and ends when the unit arrives at the scene.
- **Response Time:** A combination of turnout time and travel time. This is the most utilized measure of fire department response performance.
- **Total Response Time:** The NFPA 1710/NFPA 1720 definition of Total Response Time is "the interval from receiving the alarm at the dispatch center to when the first emergency response unit initiates or intervenes to control the incident." For this report, Total Response Time will be defined as the time between receiving the alarm at the dispatch center and the arrival of the first fire department unit.

Figure 28: Response Time Continuum



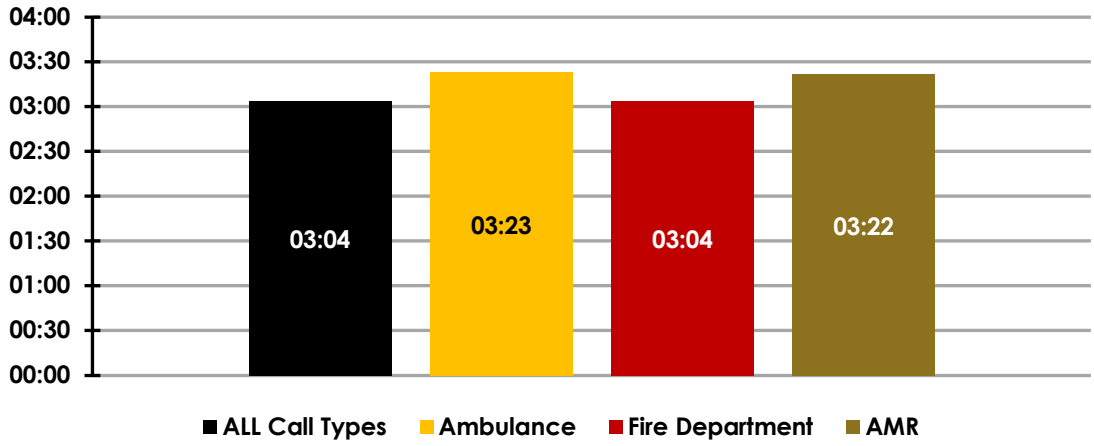
The definitions for each population category follow the Center for Public Safety Excellence (CPSE) standards for density: Urban (> 2,000 persons per square mile), Suburban (> 1,000 persons per square mile), and Rural (< 1,000 persons per square mile).

The following sections look at three perspectives. First, the performance of the fire department at the 90th percentile. The second looks at all ambulances, including neighboring agencies and AMR. The third perspective focuses on the performance of AMR alone.

Alarm Processing Time

The following figure shows the alarm processing time performed by Dispatch. After removing outliers, the Dispatch Center appears to have opportunities for improvement since the processing time exceeds national NFPA standards.

Figure 29: Alarm Processing Time Performance (2019–2021)

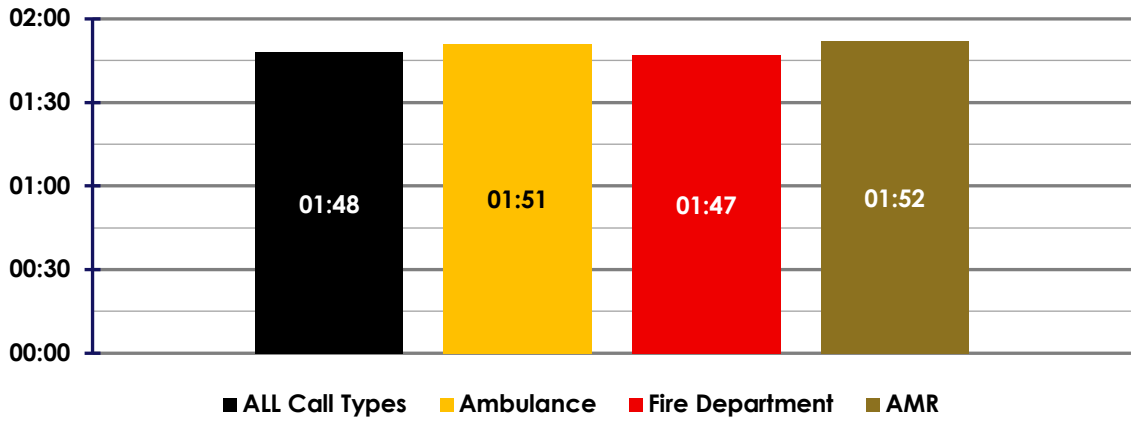


Turnout Time Performance

The ability to quickly react to the notice of an alarm and begin responding to an incident is the first component under the direct control of the fire department and EMS personnel. Turnout time is the time it takes personnel to receive the dispatch information, move to the appropriate apparatus, and proceed to the incident.

NFPA 1710 specifies that turnout time performance for staffed stations should be less than 60 seconds, measured at the 90th percentile for incidents other than fire and special operations. For those incidents, turnout time performance should be 1 minute, 20 seconds. There is no specific performance specified for non-staffed stations.

Figure 30: NCFD System Turnout Time Performance (2020–2024)

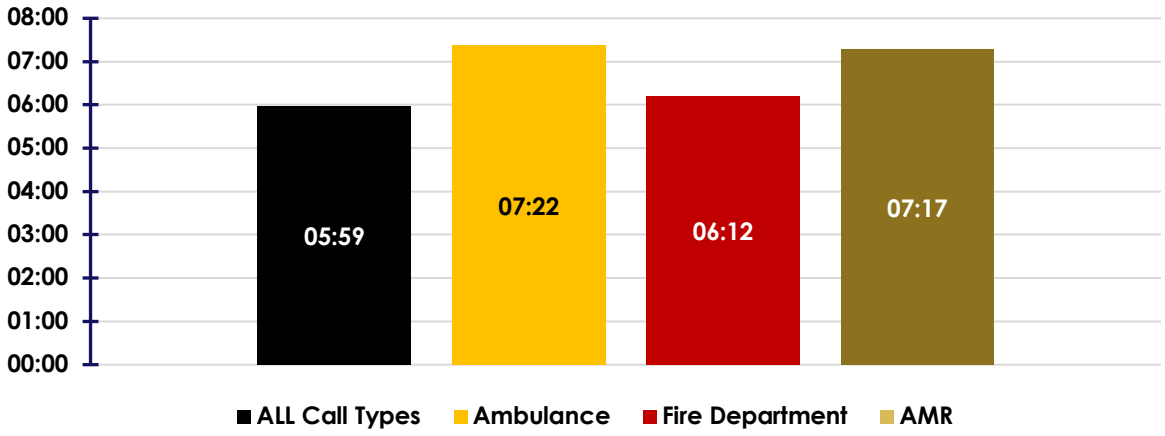


As illustrated in the preceding figure, the turnout time for NCFD during the study period also exceeded industry standards.

Travel Time Performance

Often, travel time is the most extended segment of the total response time. This may be impacted significantly by geographic location, traffic, time of day, weather, and other factors.

Figure 31: NCFD EMS System Travel Time Performance (2020–2024)

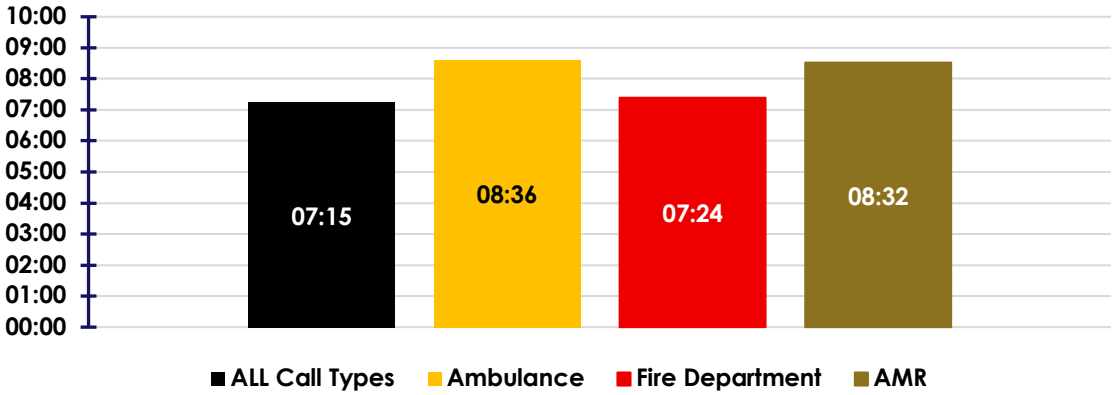


As illustrated in the preceding figure, the travel time performance is close to industry standards and supports the current station locations.

Response Time Performance

When turnout and travel time are combined, this is expressed as response time with an expected performance of five minutes or less in a staffed station. This is one of the most often tracked and reported response time performance measures, comprising components under the Department's direct control.

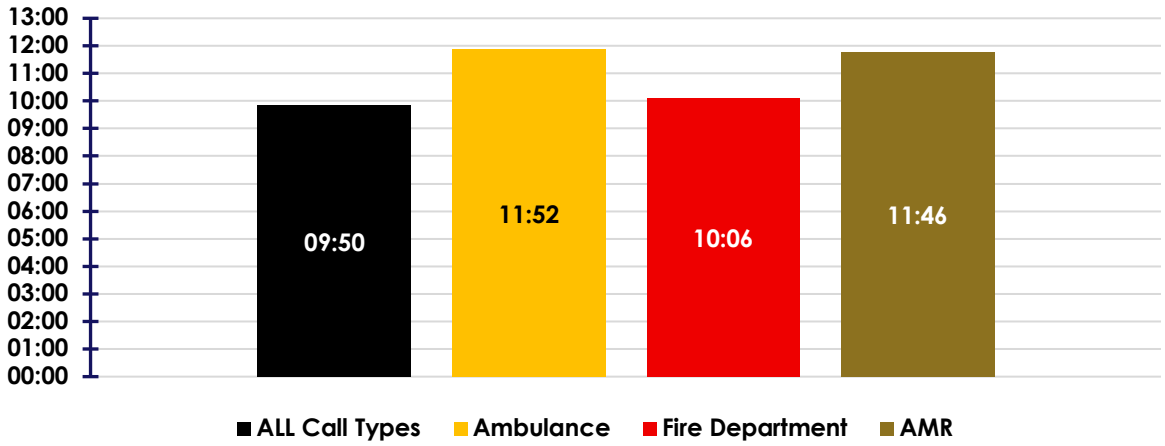
Figure 32: NCFD EMS Response Time Performance (2020–2024)



As previously stated, NCFD has reached service demand capacity, and future growth will require additional resources to maintain response performance benchmarks.

The final metric looks at the combined time of all performance metrics and represents the total time a citizen waits for a response from the moment they place a 911 call to the arrival of resources.

Figure 33: NCFD EMS Total Response Time Performance (2020–2024)



The preceding analysis demonstrates an opportunity for overall system improvement.

POPULATION GROWTH & SERVICE DEMAND PROJECTIONS

Service demand is largely driven by population—without residents, the need for emergency services is minimal. The relationship between total population, population density, growth trends, and incident volume is complex and not fully understood. Nevertheless, applying regression analysis and forecasting tools can provide leadership with sufficient insight to make informed decisions regarding resource allocation and deployment.

Population Growth

The population in National City decreased from 58,582 in 2010 to 56,173 in 2020—a decline of 2,409 people or approximately 4.1%. This contrasts with the national growth rate of 7.18% and California's growth rate of 5.90% during the same period. The most significant single-year decrease occurred between 2019 and 2020, with a drop of 5,094 people (8.31%).

2020–2023

The decline continued post-2020, with the population falling to an estimated 55,236 by the end of 2023, a decrease of 977 people (1.74%) from 2020. This included a drop of 25 people between 2021 and 2022 and 533 people (0.96%) between 2022 and 2023. Over the 2013–2023 period, the population decreased by 4,593 (7.68%), with an average annual growth rate of -0.76%.

Peak and Low Points

The population peaked in 2017 at 61,560 and reached its lowest point in 2023 at 55,236. Between 2000 and 2023, the population grew by 1,110 overall, but the trend since 2017 indicates a consistent decline.

Factors Influencing Population Changes

Economic and Social Factors

National City's median household income in 2023 was $64,248, below the California state average, with a poverty rate of 13.97% (higher than the state average of 12.4%). These economic challenges may contribute to out-migration.

Demographic Composition

The city has a diverse population, with 65.8% Hispanic, 16.8% Asian, and 9.5% White residents in 2023. A significant portion (36.9%) of residents are foreign-born, which may influence migration patterns due to changes in immigration policies or economic opportunities.

Regional Context

California as a whole has seen a population decline since 2020, dropping from 39.52 million to 39.43 million by 2024, driven by lower birth rates, aging populations, and net out-migration, particularly in coastal counties. National City's trends align with this broader state pattern, though its proximity to San Diego and the Mexican border may create unique dynamics.

Projected Population Trends (2024–2040)

Specific projections for National City's population through 2040 are limited by the available data. Still, we can infer trends based on historical patterns and broader state projections:

Short-Term Projection (2024–2025)

One source estimates National City's population in 2025 to be 54,584, assuming a continued annual decline of -0.59%. However, another source projects a population of 65,464 by 2025, based on a 2010–2014 growth rate of +0.74% per year. This discrepancy highlights uncertainty, as the recent trend of decline (-0.683% from 2022 to 2023) suggests the lower estimate is more likely unless significant changes occur.

Long-Term Projection (2030–2040)

No direct projections for National City extend to 2040, but California's population is expected to grow modestly, reaching 50 million by 2050 with a low annual growth rate of about 1%. Growth is projected to be stronger in inland regions like the Inland Empire and San Joaquin Valley, while coastal areas like San Diego County may see slower growth or declines due to high living costs and out-migration. National City, as a coastal city, may continue to experience stagnation or slight declines unless economic or policy changes (e.g., increased immigration or local development) reverse the trend.

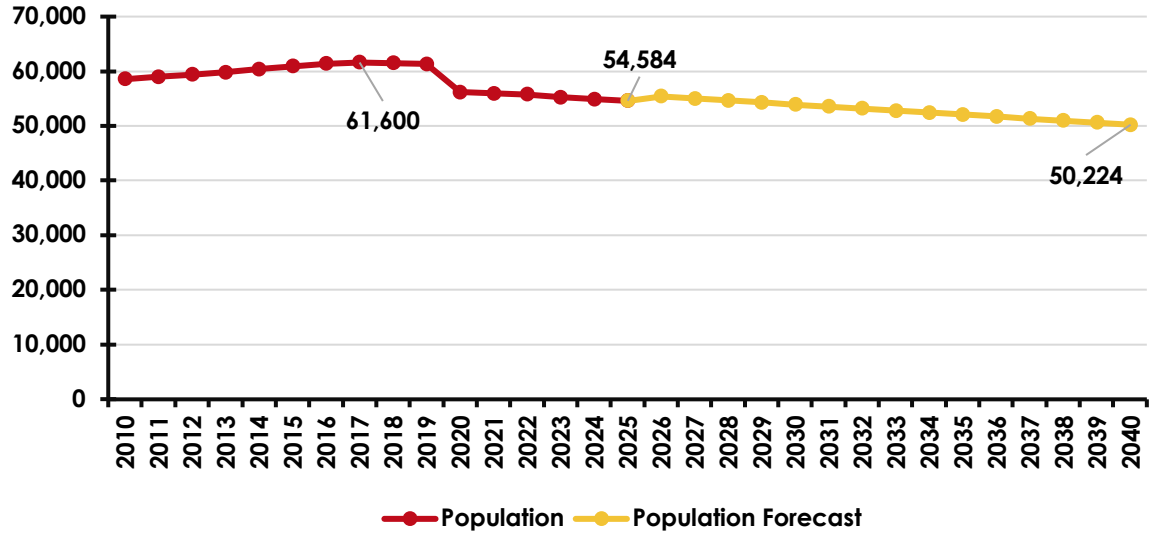
Uncertainty and Variables

Projections are uncertain due to fluctuating migration patterns, economic conditions, and demographic shifts. For instance, lower immigration and an aging population (California's median age is rising, with 25% of residents projected to be over 60 by 2031) could further depress National City's growth. Conversely, its proximity to San Diego's economic hub and Naval Base San Diego could stabilize or boost population if development projects (e.g., Southwestern College expansion or Kimball Park) attract residents.

National City is classified as an urban, incorporated city. This study utilized historical population data and projections provided by the California Department of Finance (CDOF). The CDOF publishes annual population estimates for each county and incorporated city, drawing from the U.S. Census Bureau and state records, with city-level data from 2010.

The incorporated area of National City covers 10.07 square miles, and the 2023 CDOF population estimate was 55,236. The following figure illustrates the 17-year estimated population growth from 2010 through 2023 based on the CDOF annual estimates.

Figure 34: 17-Year Population Forecast with 95% Confidence Bands

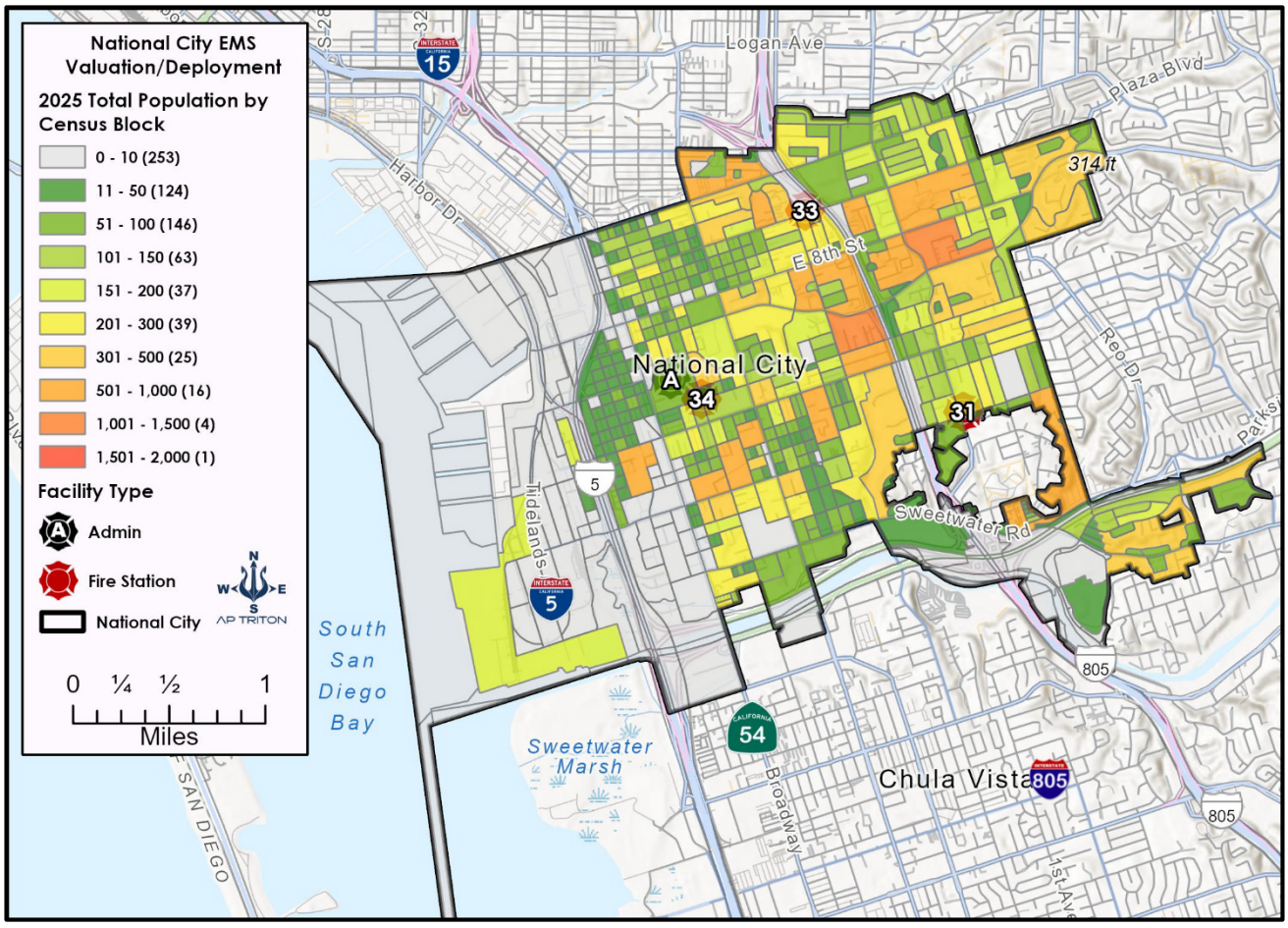


Based on the historical population estimates, the population is expected to remain relatively stable. Using this forecasting approach, the projected population in 2040 is estimated to be approximately 50,224 with a 95% confidence level.

Population Distribution

National City is a densely populated city with the highest population in the center of town. The following figure shows the population density distribution for the National City.

Figure 35: 2023 Population Distribution

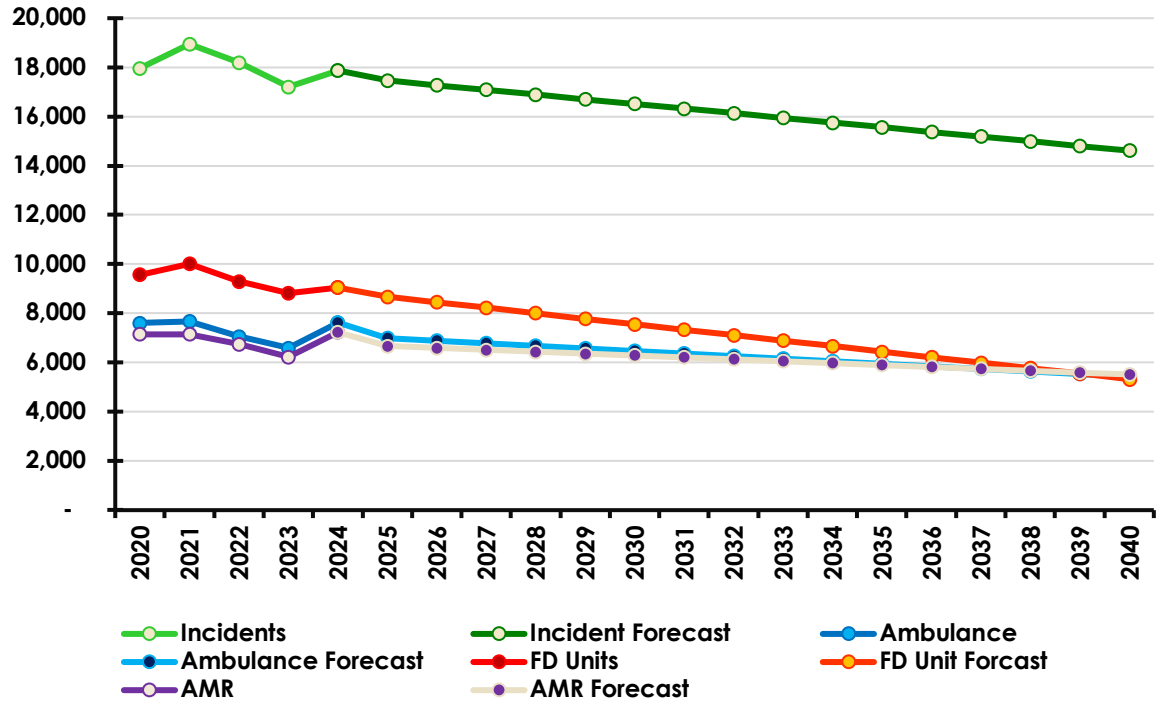


Service Demand

A standard linear forecast accounting for potential seasonality was used for this analysis. While future service demand cannot be predicted with certainty, examining the previous five years of data—while smoothing the effects of the 2020 pandemic—provides a reasonable estimate of incident growth. For the National City Fire Department, projected growth is modest. The model estimates ambulance runs in 2040 to range between 5,431 and 5,536, with a 95% confidence interval.

The following figure illustrates the projected ambulance service demand based on data from the prior five years.

Figure 36: Service Demand Projection to 2041



SECTION II:
EMS SYSTEM VALUATION

FINANCIAL ANALYSIS OF EMS TRANSPORT SERVICES

Understanding Health Care Financing

Healthcare financing can feel more like a maze than a map, especially for city and county leaders already juggling budgets, labor contracts, and public-safety programs. At its core, money flows from four main directions: federal payers such as Medicare and the Department of Veterans Affairs (VA), state programs like Medicaid or California's Medi-Cal, commercial insurers, and patients themselves. Every other label, secondary coverage, workers' compensation, auto and travel plans, ACA exchanges, co-pays, deductibles, simply adjusts who pays first, how much is paid, and when the bill finally reaches a resident.

For any local agency that runs an ambulance service or community clinic, the first figure to grasp is its payer mix: the percentage of encounters in each of those four buckets. Medicare rates are fixed by Congress. Medi-Cal pays less but may offer supplemental pools such as GEMT or QAF. Commercial contracts can be negotiated. Self-pay accounts often turn into bad debt. Understanding this mix lets administrators build a realistic revenue model and see where policy changes, such as an increase in Medi-Cal managed-care enrollment or a new Covered California plan, could tighten or boost cash flow.

The next focus is on documentation and billing accuracy. Federal payers will deny a claim for a missing oxygen saturation just as quickly as a private insurer. Detailed run sheets, ICD-10 codes that match the clinical picture, and prompt electronic submission shorten the days-in-accounts-receivable cycle and keep cash predictable. Many California fire departments now outsource coding, follow-up calls, and complex denial appeals to specialized vendors while retaining in-house compliance oversight.



Local governments have levers that larger health systems do not. Intergovernmental transfers and certified public expenditures can draw additional federal matching dollars for ambulance transports and public health clinics. Grants tied to opioid settlement funds, or 1115 waiver projects, can support community paramedicine pilots that reduce uncompensated care at area hospitals. These programs are paperwork-heavy, but a modest investment in grant management or a shared-services agreement with neighboring jurisdictions often pays for itself.

Finally, establish a cross-functional finance team that meets monthly. Include the finance director, EMS chief, legal counsel, and any contracted billing vendor. Track payer-mix shifts, denial rates, days in accounts receivable, and write-offs. Pair those metrics with a policy watch list that flags changes to Medi-Cal managed-care capitation, ACA subsidy adjustments, or upcoming labor cost increases. With clear data, disciplined billing practices, and targeted supplemental funding, even the complex world of healthcare financing can become a manageable and predictable part of a local government budget.

Determining the Value of the System

Numerous factors impact the value of an EMS system. The monetary value of the system primarily refers to the revenue that can be recognized from a given number of transports. There are no special or secret methods for collecting payments from an EMS system. A fixed amount of money is available to all providers, whether public or private; this is often referred to as the revenue cap. However, disparities exist in revenue collection among various providers due to two main areas: billing and collections. Some agencies are more effective at securing funds in these areas than others.

Often, an agency gauges its success based on its collection rate. However, this is an inaccurate measure of overall success, as collection rates are just one aspect of effective EMS financial management. Key factors affecting billing and collections success include:

- Billing Policy
- Collection Rate
- Transport Rates
- Documentation
- Billing Collector's Level of Effort
- Number of Transports
- Payer Mix

The value of National City's EMS system is determined by both controllable and uncontrollable factors. The following elements can be actively managed to enhance system valuation:

- Billing Policy
- Collection Rate
- Transport Rates
- Documentation
- Billing Collector's Level of Effort

However, certain elements are beyond the City's direct control:

- Number of Transports
- Payer Mix

Billing Policy

Establishing a billing policy is a crucial step for providers to maximize revenue from the healthcare system. Several factors must be considered when developing a billing policy, including how aggressive the billing approach will be. A more aggressive policy increases collection potential, but fixed rates in various areas cap the maximum possible collections. Additionally, the number of service calls remains relatively stable; increasing ambulance availability does not necessarily lead to more transports. The expectation is that all patients requiring transport will receive it, and while call volumes fluctuate, significant or seasonal changes are predictable. American Medical Response currently does all the billing for the city. The contract between the City and AMR establishes an ALS pass-through fee, which is a set rate established to be paid to the City. This fee will need to be added to the overall compensation in the system to compare the current model with any future models.

Understanding that the billing policy established by a private provider, or the city if it chooses to develop one, will heavily impact the residents of National City. By carefully crafting and implementing a comprehensive billing policy that incorporates these factors, providers can enhance revenue streams and ensure the sustainability of their EMS services.

Collection Policy

The collection policy is a crucial aspect of the billing process, significantly impacting revenue. Federal regulations require that every patient receive a bill for services rendered, preventing selective billing practices where only certain patient groups are targeted. A company's aggressiveness in its collection efforts often reflects its business philosophy. Most private ambulance companies and hospitals implement aggressive collection policies, while many public ambulance providers opt for less stringent approaches.

The reason for this difference is straightforward: private ambulance companies are focused on generating revenue or profit. Sending patients to collections or placing them on strict payment plans is standard practice for these companies. In contrast, public sector providers must consider the political and public relations implications, as their patients are taxpayers.

A practical guideline for collections is that the process should continue if the financial or political return justifies the effort. It should cease when further collection efforts' costs or potential negative consequences outweigh the potential monetary gain.

Balancing effective revenue collection with public accountability and sensitivity is essential for public ambulance providers. A well-considered collection policy can help achieve this balance, ensuring financial sustainability while maintaining public trust.

Transport Rate

Setting an appropriate transport rate is crucial for ensuring financial sustainability while maintaining fairness and regulatory compliance. Every patient is charged a transport fee, regardless of insurance status or ability to pay, making consistency in billing essential.

Transport revenue is directly tied to the percentage of transports relative to total responses. While increased transports generate more revenue, transporting every patient is not always practical due to the overcrowded healthcare system. National City, as a public provider, does not need to generate profits like private companies but must ensure long-term financial stability while prioritizing patient care.

Non-transport decisions have significant financial implications. If two ambulances each record one non-transport per shift, the city loses 730 billable transports annually. At Medicare's base rate of $522 per transport, this results in over $380,000 in lost revenue per year. While transports should not be the goal in the system, it is helpful to understand that their impact can be estimated and managed as a percentage of total call volume.

Cost recovery is necessary for system efficiency, but should not override clinical judgment. Transport decisions should always prioritize patient well-being to maintain public trust and transparency. Making financial considerations a primary factor in transport decisions could damage credibility and erode confidence in the service.

Emergency transport fees vary by payer. The following figure outlines allowable charges by Medicare and Medi-Cal:

Figure 37: Medicare and Medi-Cal Allowable Charges

Item	Medicare Allowable	Medi-Cal Allowable
Advanced Life Support (ALS) Rate	$581.26*	$1,158.10**
Basic Life Support (BLS) Rate	$489.48*	$1,158.10**
Mileage	$8.71	$3.19
Oxygen	$0	$8.89
EKG	$0	$14.46
Night Calls	$0	$8.89

*This amount adds additional fees charged for mileage.
**This amount adds the PP-GEMT payments.

While Medicare and Medi-Cal place limits on reimbursement, National City should not be constrained by these figures when setting transport rates. Expanding chargeable services and adjusting rates can improve cost recovery. Additionally, private and commercial insurance, covering an estimated 22% of transports, offers further opportunities for increased revenue without impacting vulnerable populations.

Documentation

Electronic patient care reporting (ePCR) has significantly improved billing accuracy and speed. However, many transport agencies fail to prioritize proper documentation training, leading to errors that delay or reduce reimbursements.

Accurate documentation is critical for securing appropriate reimbursement and tracking billable supplies. Medicare and Medi-Cal reimburse based on medical necessity rather than patient preference for hospital transport. Errors in documentation can lead to lower reimbursement rates, such as billing an Advanced Life Support (ALS) service at the lower Basic Life Support (BLS) rate. Proper documentation can significantly increase revenue where ALS services are provided.

For instance, with an average cost recovery of $500–$1,000 per transport, preventing just one daily denial due to improper documentation could generate an additional $180,000 to $360,000 annually, enough to fund at least one full-time paramedic.

The introduction of the ePCR has transformed billing by enabling instant access to patient records and streamlining reimbursement processes. However, ensuring thorough and accurate documentation remains a challenge. National City relies on its billing agency for feedback and follows San Diego County's EMS policy S-601, *Documentation Standards and Transferal of Prehospital Care Records (PCR) Information*, to maintain high standards. Common documentation deficiencies that can delay reimbursement include:

- Missing patient signatures
- Lack of medical necessity justification
- Incomplete transport mileage
- Failure to record billable procedures

Ensuring precise and timely documentation is vital for maximizing revenue and maintaining efficiency. National City must continue refining its compliance program to leverage ePCR advancements effectively.

Billing Contractor's Level of Effort

Ambulance billing contractors play a crucial role in EMS revenue cycle management. Clearly defining contractor expectations ensures efficient and accurate billing processes.

Contractors should provide comprehensive services, including data entry, claim submission, insurance verification, coding, follow-up, and appeals. Claims must be processed promptly and accurately, incorporating all required documentation. Regular audits and quality checks are necessary to maintain billing accuracy, while open communication between the contractor and EMS provider ensures responsiveness and efficiency.

Revenue collection is heavily influenced by the provider's billing policy. A weak or vague policy results in lower collection rates. When a city contracts with a third-party billing company, associated expenses should be factored into operational costs. Most billing companies charge a percentage of collected revenue, though some use a fixed rate per bill. If a provider's collection policy is lax, billing contractors may demand a higher percentage to offset reduced collections.

Since EMS systems operate within a finite revenue cap, optimizing policies, training personnel, and monitoring service delivery can enhance collections. The advertised collection rate of billing companies alone does not reflect overall billing success.

Establishing clear expectations for billing contractors is essential to municipal EMS financial sustainability. A well-defined policy outlining service scope, timelines, and accuracy requirements fosters an effective partnership between contractors and EMS providers, maximizing revenue potential.

Understanding the Payer Mix

Demographics of the Healthcare Payer Mix

The sustainability of the healthcare system is largely dependent on the payer mix within a given geographic area. In the Emergency Transportation System, payer mix and transport volume directly influence financial viability. Understanding how payer demographics impact reimbursements is essential for assessing system value. Once these demographics are identified, estimated reimbursement rates can be determined.

There are four primary cost centers for medical charge reimbursement by responding agencies:

- **Medicare**: The primary healthcare coverage for individuals over 65.
- **Medicaid (Medi-Cal in California)**: A federal-state program providing healthcare coverage for low-income individuals and families (primarily those at or below 138% of the national poverty level).
- **Commercial Insurance**: Typically, employer-provided benefits, but also available for independent purchase.
- **Private Pay**: Applies to uninsured individuals who pay for services out-of-pocket.

The proportion of system users from each of these categories determines potential reimbursement levels. For example, a system with a high concentration of commercially insured patients will generally achieve higher cost recovery rates than one with a large uninsured population.

Additional reimbursement subcategories, such as workers' compensation, liability, and auto insurance, exist within these primary categories but are not covered in this report.

Medicare

Medicare typically constitutes the largest segment of a system's payer mix since it covers all individuals over 65. In National City, Medicare accounts for an estimated 45% of transported patients.

Medicare imposes a billing cap, currently set at just over $650.00. It reimburses 80% of the allowed amount, equating to approximately $521.60, with an additional co-pay recoverable at an estimated 30% success rate. For a system with an average service charge of $2,000, Medicare's reimbursement remains $521.60 (plus mileage), while the patient's co-pay is an estimated $130.00.

Importantly, rate increases by the city do not impact Medicare reimbursement or patient co-pays. For instance, raising the charge to $5,000 would not change the payment structure, as Medicare's capped reimbursement remains fixed. This constraint highlights the limited financial flexibility within the Medicare payer mix and the protections that prevent Medicare recipients from being affected by rate increases.

Medicaid/Medi-Cal

Medicaid, known as Medi-Cal in California, provides insurance for individuals living below the poverty line or those with significant disabilities. Some elderly individuals qualify for Medicare and Medi-Cal, which is referred to as "Medi-Medi."

Like Medicare, Medi-Cal has a payment cap, currently set at approximately $118.00, regardless of the service charge. However, additional federal enhancements increase total reimbursement to over $1,100. This enhancement program will be discussed in more detail later in this section.

Medi-Cal is the third-largest payer mix among transported patients in National City, comprising approximately 33% of the total transports.

Commercial Insurance/Private Insurance

This payer mix category includes individuals with medical insurance obtained through employment, private purchase, or other means. Commercial insurance, also known as private insurance, generally consistently reimburses for ambulance transportation and first response fees, leading to an estimated reimbursement rate of 80%.

Commercial insurers typically cover a usual and customary payment based on billed charges. In National City, the average Advanced Life Support (ALS) transport charge is $4,606, with most commercial insurers reimbursing at least 80%, or approximately $3,685 per transport. Increasing the average charges in the system by as little as 5% could generate significant additional cost recovery in the system.

Private Pay

This payer mix category includes individuals who do not qualify for Medi-Cal, have not applied, or lack commercial insurance. It encompasses a broad economic range, from those with minimal income to those earning above-average wages. Traditionally, this group consisted of individuals employed by small businesses that did not offer insurance or those who were self-employed.

As a result, private pay patients vary widely in their ability to cover ambulance transportation and first responder fees. Some can afford the full cost, others are unable to pay, and some can make partial payments through agreements. Due to this economic diversity, the aggregate reimbursement rate for this group is typically around 5% of total collections.

With the implementation of the Affordable Care Act (ACA) and Covered California, more individuals from this demographic are transitioning into insured categories. However, the long-term impact on collection rates remains uncertain, as many ACA plans have higher deductibles that may still leave financial gaps.

Payer Mix & Transports

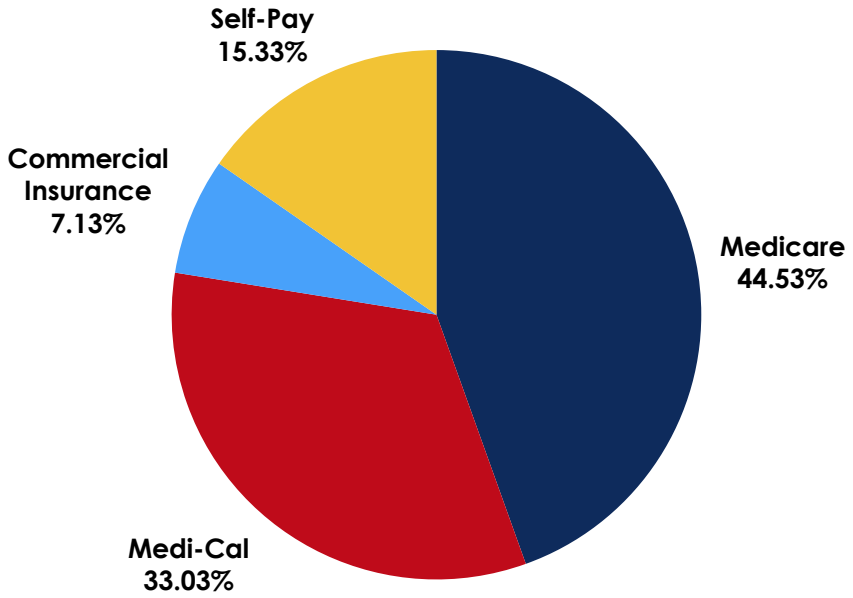
Using information gathered from AMR's billing report, the payer mix in 2024 for National City was Medicare—43.9%, Medi-Cal—32.4%, Commercial Insurance—6.3%, and Self Pay—14.7%, with 2.5% remaining in the "Other category". For estimations in this study, the "other category" was distributed evenly to the other columns.

The following figure illustrates the estimated payer mix and transport volume for National City. According to the data received from the city, the estimated medical call volume was 7,184 in 2024, with a total of 5,435 transports, resulting in a call-to-transport rate of approximately 75.65%.

These figures will be used to estimate the system's call and transport volumes for 2025. The predicted call volume is based on a 3% increase in volume and transports from 2024. As noted earlier, adjustments to call volume and, more critically, transport volume can significantly impact cost recovery within the system.

Figure 38: Calculated Payer Mix

Cost Center	Percent of Transport	Number of Transport
Medicare/Medicare HMO	44.53%	2,493
Medi-Cal/Medi-Cal HMO	33.03%	1,849
Commercial Insurance	7.13%	399
Self-Pay	15.33%	857
Total	**100%**	**5,598**



Applying the reimbursement formula to the payer mix requires adjustments for collection rates. One method utilizes a simple percentage-to-volume ratio. Variations in collection percentages across the payer mix largely depend on the stability of each cost center.

Medicare is the most stable cost center due to its well-defined eligibility requirements. Medi-Cal and private insurance have slightly less stability, as enrollment fluctuates based on individual circumstances. Similarly, the private pay category is evolving as more individuals gain coverage through the ACA.

A portion of charges within each category is typically unbillable for various reasons, the most common being lapsed coverage or unmet deductibles.

To estimate EMS system revenue, the current National City-authorized service rates must be applied. If National City chooses to assume the provider of record for their system, AP Triton recommends conducting a fee study to establish a fee schedule that allows the City to recover costs for providing services in the system. The following figure outlines National City's current approved transport charges:

Figure 39: Authorized National City Rates for Services

Service	ALS Rate	BLS Rates
Base Rate	$3,845.22	$2,066.00
Oxygen	$271.06	$271.06
Mileage	$125.00	$125.00
Average Transport Charge	**$4,605.75**	**2,826.53**

For a total calculation, we will assume the following:

- ALS Transport at 50% of transports
- Oxygen at 50% of transports
- Mileage at 5 miles per transport

The following figure represents the average reimbursement per transport for each payer mix. This table provides the total annual revenue breakdown based on each payer mix, as identified in the data received for this study.

Figure 40: Transportation Reimbursement Calculation

Cost Center	Estimated ALS Recovery	Estimated BLS Recovery
Medicare/Medicare HMO Reimbursement per Transport	$522	$481
Medi-Cal/Medi-Cal HMO Reimbursement per Transport	$1,158	$1,158
Commercial Insurance per Transport @ 80%	$3,685	$230
Self/Private Pay per Transport @ 5%	$2,261	$141

Using these standard revenue predictions, the reimbursement from each payer mix can be estimated based on the transports in the system. The following figure outlines these amounts.

Figure 41: Payer Mix Reimbursement

Cost Center	Net Collection Amount
Medicare/Medicare HMO	$1,249,297
Medi-Cal/Medi-Cal HMO	$2,141,368
Commercial Insurance	$1,186,611
Self/Private Pay	$159,248
Additional 30% Medicare Collection	*$97,519*
Total Estimated Payer Mix Reimbursement	**$4,834,044**

AP Triton believes these calculations follow a standard formula for evaluating a system's available cost recovery. These figures do not include additional revenue from co-pays/deductibles or out-of-pocket expenses from commercial insurance. Should a provider choose to bill for these out-of-pocket expenses, the value of the system could increase.

AP Triton typically sees reimbursements that fall between 25%–35% of the total billed amounts. This uses the realized collection percentages in numerous other departments and agencies across California. Using this calculation, **$20,803,138** would have been billed **($4,834,044 ÷ $20,803,138 = 23.24%)**. Additionally, public ambulance providers benefit from an enhanced Medi-Cal reimbursement of $1,158.10, compared to the QAF reimbursement available to private ambulance providers. Based on the City's payer mix, the value of the EMS system to a private ambulance transport provider is roughly $900,000 less than the value of the same system to a public transport provider.

RESOURCE NEEDS AND WORKLOAD ASSESSMENT

Unit Hour Utilization & Time on Task

Unit hour utilization (UHU) and workload are critical factors in structuring an EMS system. UHU measures how efficiently resources—such as personnel and equipment—are used to provide services. In fire-based EMS systems, UHU is a key metric for assessing workload. Other structural factors include response models (fire or private-based), support units, supervision, and surge protection, all of which must be considered as the system evolves.

Workload varies by industry and standard. For example, a nurse working a 12-hour hospital shift may remain consistently engaged but not overwhelmed, while a firefighter working a 24-hour shift with continuous calls would experience an unsustainable workload. Understanding how time is allocated during a standard shift helps determine emergency call volume capacity.

Assessing UHU at the field level is essential for building a system that meets the workforce's operational demands. Ensuring sufficient time for daily operations, such as equipment checks, training, and breaks, is crucial in transport system management. The private industry relies on status management to align unit availability with emergency demand, optimizing response times for critical and non-critical calls.

Public and private providers measure workload similarly, but there are slight differences in everyday items and how they are measured. For example, public agencies typically add daily training to their workload measurement, whereas the private industry does not typically do training on duty. The private industry might pull units out of service for meal breaks, while the public agencies do not.

The ambulance industry's standard workload measurement is identified as unit hour utilization. Low utilization would indicate a system that could have been more efficient in its deployment. This deployment could make it hard to recover costs from transportation to manage the system. A high UHU may indicate the need for additional unit hours to lower response times and reduce staff fatigue. The UHU measurement has become a national standard; an example would be the City of Sacramento's proposed budget for FY 2022/2023:

The acceptable standard measurement of ambulance usage is UHU. UHU is the ratio of hours spent delivering emergency medical services to the number of hours the medic units are available. For example, a UHU of 0.50 indicates that a team utilized 50% of the total time available throughout the year. A high UHU means lower availability for calls. Poor availability can negatively affect response times.[2]

Figure 42: Standard Unit Hour Utilization Rates

Unit Hour Utilization	UHU Range
0.55–0.45	High Utilization
0.45–0.35	Above Average Utilization
0.35–0.25	Average Utilization
0.25–0.15	Below Average Utilization
0.15–0.01	Low Utilization

A well-designed deployment model allows National City to maximize its resources and cost recovery without overburdening personnel. The following figure illustrates how UHU is developed. In this example, a 24-hour unit has approximately 12.5 hours per day allocated for non-emergency activities, including equipment checks, breaks, training, and rest. This leaves eight hours, or 35% (0.35 UHU), available for emergency calls, providing a benchmark for sustainable workload management. Although this percentage of emergency response and other duties might fluctuate daily, the system should be designed to remain sustainable. UHU is about setting up a sustainable system and not just covering the call load for one day.

2 chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityofsacramento.org/-/media/Corporate/Files/Finance/Budget/FY2022_23_Proposed-Operating-Budget.pdf?la=en

Figure 43: Determining Adequate TOT 24 hours

Daily Operations	Count	Count
Hours in the day	24 Hours	12 Hours
Unit/Equipment Maintenance	1	1
Food Breaks	3	2
Fitness/Training	2	1
Sleep	6	0
Other	2	0
Wall Time (APOT)	2	2
Used Hours in Normal Day	16	5.5
Standing TOT	0.66	0.46
Maximum Recommended UHU	**0.35**	**0.54**
Standard TOT/UHU		
Firefighter Ambulance	.35–.40	.35–.40
Single Role	.45–.55	.50–.75

The following figure represents the total responses for each fire unit in National City for medical aid. Using these numbers and the transport volume from AMR is a strong indicator of the impacts on the system. These numbers can also help to understand the UHU in the system.

Figure 44: Number of Incident Responses by Unit (2020–2024)

Year	Medical Call Volume	ALS Transport Volume	BLS Transport Volume	Total Transports
2024	7,184	2,718	2,718	**5,436**
2025*	7,400	2,799	2,799	**5,598**

**Total taken from adding 3% to 2024 statistics with 50% for ALS and BLS transports*

Using the 2025 projected medical call/transport volume and a standard UHU of 0.35 or 35%, the number of ambulances needed in the system can be estimated.

Projected Unit Deployment

Projecting the number of units needed in the system takes into consideration many factors. UHU is a major factor, along with call continuance (calls occurring at the same time or day), and timing of calls each day. A system with a heavy call continuance at certain times of the day might indicate the need for 10- or 12-hour units (surge units) to cover busy times while not needing those units on slower times. An example would be needing a surge unit from 8 AM to 6 PM to cover peak activity and not needing a surge unit from 10 PM to 8 AM due to the slowdown of calls overnight.

The following figure takes into consideration call volume, transport volume, and non-transport volume. This, along with call concurrence call volume, helps to portray a complete picture.

Figure 45: UHU/Medical Aid Information

Call/Deployment Information	Medical Aid Information
24-Hour Units	
Total Medical Aids	7,400
Total Transports	5,598
UHU	0.35
Deployment Hours Required	15,994–21,143
Total Daily Hours Required	43.82–57.93
24-Hour Units Required	**2–3 Units**
12-Hour Units	
Total Non-Transports	1,802
UHU	0.54
Deployment Hours Required	1,112–1,716
Total Daily Hours Required	3.05–4.70
12-Hour Units Required	**1 Unit**

COSTS OF THE EMS SYSTEM

All ambulance transport delivery models offer diverse benefits and many challenges. One of the main challenges is the cost of providing the service, and personnel are the most significant part of the cost.

Personnel Costs

Two cost items under personnel will be considered when developing the system's modeling: Salary and Benefits. Typically, these two cost items are known factors that each City or a City's Human Resource department provides and make up a large portion of the costs when deploying units.

Salary

The salary for personnel in the models described in this report is divided into two distinct categories: sworn and non-sworn.

Sworn

The sworn salaries used are taken directly from the tables filled out for this report. A 15% bonus is added to the Firefighter EMT salary for maintaining a paramedic license. The salary is based on a 56-hour work week and 2,912 hours per year.

- EMT Firefighter Salary—$98,690
- PM Firefighter Salary—$111,816

Non-Sworn

The non-sworn salaries use a median salary from the private provider in and around National City. Non-sworn personnel are not exempt from the Fair Labor Standards Act (FLSA), so each model explored accounts for overtime built into the schedule. The salary is based on a 40-hour work week, with anything over 40 paid at a time-and-a-half rate. The schedule is two days on and four days off, which incorporates 2,016 straight-time hours and 824 overtime hours.

- Non-Sworn EMT—$61,788 ($19.00/hr.)
- Non-Sworn PM—$78,048 ($24.00/hr.)

Benefits

The benefit package can vary for sworn and non-sworn employees. It usually includes medical, dental, life insurance, HR overhead, various PERS or other retirement formulas, short—and long-term disability, leave, and other costs, depending on the provider. The benefits packages used by the models (sworn and non-sworn) are taken from the data provided in this study. The current firefighter benefits package will be used for sworn and non-sworn personnel.

- Yearly Benefits Package—$36,763

Overtime

Overtime can vary depending on the type of personnel (sworn vs non-sworn) evaluated and the amount of leave the city provides. The data shows an average of 116 hours for sick leave, and 213 hours of vacation were used per employee. For the modeling, 192 (eight shifts) yearly paid time off (PTO) will be used for non-sworn, and 213 hours will be used for sworn personnel.

Administrative Costs

The following section deals with administrative overhead costs related to the ambulance transport system. Some of these duties could be absorbed by current personnel; however, for consistency in the report, all positions are listed as independent from current staffing.

Chief Level Supervision

AP Triton typically recommends an Assistant/Deputy/Battalion Chief position responsible for complete system oversight and planning. This section or division will introduce an estimated **$4.8 million** into the department and manage over **12–16+** new employees, or a contract costing millions. The following sections describe positions that are essential in managing an ambulance transport system.

BC Operations Manager/EMS

The EMS Battalion Chiefs (BC) position is responsible for the program's daily operations, including deployment of resources, required unit hours, response times, and reporting requirements. They monitor dispatch for system status. If sub-contracting, the BC will be the point of contact for contractors' daily staffing, deployment, or response issues. They will also coordinate with contractors' supervisors for disaster responses, hospital issues, or other significant incidents. The number of ambulances required for National City could also be managed by the existing Battalion Chiefs currently working in the system.

Captain Logistics Coordinator/EMS

The model that National City chooses will depend on the level of overhead staffing needed. If a single-role model is adopted, there will be an increased need for hiring, training, and education as personnel turnover will increase. If a model that includes purchasing and maintaining ambulances is chosen, multiple positions must be in place to manage the extra rolling stock. Each configuration also considers daily supervision. AP Triton's algorithm requires supervisor in the field for non-sworn ambulances in service. This number can fluctuate based on the suppression fire units provide and the area covered by the units.

Contract Compliance Officer

Responsible for reporting requirements and documentation for contractors and LEMSA. Provide clinical training, CQI review, and training for contractors as needed. Acts as liaison between fire and contractor field personnel. Provides training and education for ePCR compliance. Represents the city on EMS committees as required. Coordinates supplies, narcotics, bio waste, and other services as needed. Monitors trends in the system, such as UHU, APOT, changing protocols, and other issues, to assist in long-term planning.

Billing Oversight—Staff Analyst

Provides billing oversight and support for the city, the contractor, and the billing provider. Ensures ePCR data is transferred to the billing provider as required and coordinates with the Contract Compliance Officer if there are issues. Monitors billing and collections and identifies any trends or issues. Monitors unit hours, provides monthly reports, and reconciles with the billing contractor to ensure they match. Monitors enterprise funds to ensure they operate as required and within budget. Coordinates a compassionate billing program for those unable to pay.

Additional Personnel

AP Triton's comprehensive evaluation thoroughly examines key personnel involved in each operational model. However, taking on ambulance operations within the city is a significant responsibility. Once a model is selected, National City will require further assessments to determine system needs.

Existing fire departments are well-positioned to assume this role, offering on-site supervision during emergencies and at fire stations. This structure allows for seamless integration of ambulance operations while fulfilling daily supervisory requirements with minimal additional overhead.

Overhead Costs

Overhead costs can vary between systems, but typically account for approximately 20% of the total system cost when compared to other fire departments providing similar services. These expenses extend beyond direct patient care and operational costs, encompassing various administrative and support functions.

The following is a list of expected overhead costs. Some of these items are included in the current modeling, while others are not. National City should carefully evaluate all potential expenses before selecting a sustainable model for the future, including housing costs.

Administrative Expenses

The following administrative expenses are examples of things that need to be considered when developing an ambulance transport model. The department currently encompasses some of these items, and others are included in the modeling expenses.

Office Rent and Utilities:

- The cost of maintaining administrative offices, including rent, electricity, water, and other utilities.
- Although most office space for a fire-based ambulance program is already in place at the fire department and City facilities, these costs should be figured into the cost of the whole system on a percentage basis.

Office Supplies:

- Expenses related to stationery, printing, and other office materials.

Salaries for Administrative Staff:

- Compensation for personnel handling billing, scheduling, record-keeping, and other administrative tasks.

Training and Continuing Education:

- Costs associated with ongoing training and certification for EMTs, paramedics, and other staff.
- Training materials, instructors, and facilities contribute to overhead expenses.
- Initial training is considered in the models later in this study, but ongoing training must be adjusted as budgets are designed.

Licensing and Certification Fees:

- Fees paid to regulatory bodies for licenses, permits, and certifications required to operate an ambulance service.
- These may include state and local licenses, medical director certifications, and vehicle permits.

Dispatch and Communications Equipment:

- Maintaining communication centers, dispatch software, and emergency call-taking infrastructure required expenses.
- Upgrading or replacing communication equipment adds to overhead costs.

Insurance Premiums:

- Ambulance services require various insurance coverages, including liability insurance, workers' compensation, and vehicle insurance.
- Premiums contribute to overhead expenses.

Vehicle Depreciation and Replacement:

- While vehicle maintenance is an operational cost, the long-term depreciation and eventual replacement of ambulances fall under overhead expenses.
- Budgeting for vehicle replacement ensures continuity of service.

Quality Assurance and Compliance:

- Costs related to quality improvement programs, audits, and regulatory compliance.
- Monitoring and maintaining compliance contribute to overhead.

Medical Supplies and Equipment Inventory Management:

- Tracking and managing medical supplies, medications, and equipment inventory.
- Inventory management systems and personnel handling this task add to overhead costs.

Marketing and Community Outreach:

- Expenses related to promoting the ambulance service, community education, and outreach programs.
- Marketing materials, events, and personnel contribute to overhead.

Legal and Professional Fees:

- Legal consultations, contracts, and professional services (e.g., accounting) incur costs.
- Ensuring legal compliance and proper financial management is essential.

Previous Compensation

The current contract with AMR Ambulance requires fees that are paid to National City to support the system. This fee must be considered as the city reviews the modeling projections. The city must understand that this positive line item in their budget will not continue to be paid by AMR if they assume the billing role. This amount will be accounted for in the total cost recovery of the system.

Figure 46: National City Current Reimbursements

Cost Center	Monthly Fees	Average Annual Fees
AMR Pass-Through Fee	$26,500	$318,000

Additional Start-Up Costs

Launching an ambulance program requires substantial startup costs, including purchasing ambulances and equipment, hiring and training staff, onboarding administrative personnel, and implementing a billing system. Establishing a reliable funding strategy before pursuing these options is essential to ensure financial stability.

A new transport model will experience an initial funding period with delayed reimbursements. Since billing takes time to establish and stabilize, a transport conducted on January 1st may not see payment for several months, creating a temporary revenue shortfall. This delay does not indicate lost cost recovery but rather deferred payments. Similarly, if a system ceases patient transport on January 1st, payments will continue for several months.

Some operational models may offer reduced startup expenses if a private provider assumes certain costs. National City should evaluate these financial implications to select the most sustainable approach.

COST RECOVERY & FEE REVIEW

Analysis of Potential Revenue Streams

Financial Resources

Cost recovery in an EMS and ambulance transport system is straightforward, with well-established expenses for service delivery, particularly in fire department-operated models. Many fire departments have provided these services for decades, with structured financial models in place.

Programs such as First Responder initiatives and the Federal PP-GEMT program have enabled public agencies in California and other states to recoup a portion of the costs associated with Pre-Hospital Emergency Medical Services (PHEMS). These funding mechanisms help offset operational expenses and enhance system sustainability.

Cost Recovery Strategies

Funding

Funding for an Emergency Transport system is primarily dependent on patient transportation, as outlined in this report and the payer mix section. This funding is supported through three key mechanisms:



Transport Fees—Charges billed to patients or insurers for ambulance transport services.

Federal Reimbursement—Funding received from programs such as Medicare, Medicaid (Medi-Cal in California), and other federal initiatives.

Additional Taxes or Fees—Supplemental funding sources, including local taxes or special assessments, to support system sustainability.

A balanced approach incorporating these mechanisms ensures financial stability while maintaining essential emergency medical services.

Transport Fees

If National City opts to manage its EMS transport and billing system, it should also establish its own fee structure. AP Triton recommends that the provider of record set fees that ensure the financial sustainability of the system. The current valuation is based on the fees charged by AMR in the City.

Understanding the payer mix is crucial in assessing how the fee structure impacts cost recovery. A well-balanced fee schedule should align with reimbursement rates and funding mechanisms to support the long-term viability of the EMS system.

Federal Reimbursement

Multiple Federal programs offer additional reimbursement for ambulance transport and, sometimes, non-transport. All public and private agencies must optimize their cost recovery in the system by participating in the provided programs.

Additional Fees and Taxes

Charging the patient for the PHEMS response to all calls is vital to establishing a sustainable system. Setting up additional fees is not part of this EMS valuation study and is not currently done in National City. The city can evaluate the impact of additional fees if it chooses to do so in the future.

Collection Rates

The collection rate is important, but the quality of the collections is more important. Any system can guarantee a 90%–100% collection rate if the service fee is low enough. Consider the cost of transport at $500.00 and the total number of transports at 5,000 per year. At this charge, National City would collect nearly 100% of what is being charged, but even at a 90% collection, it would put the total charges at $2,500,000 and the cost recovery at about $2,250,000. Using the same number of transports, a fee for transport of $2,000, and a 40% collection rate, the cost recovery jumps to a yearly $4,000,000. Not only has the cost recovery in the system almost doubled, but the impact on the residents is minimal, as this increase in fees mainly leverages the reimbursement from commercial insurance providers.

As stated previously, a 25%–35% collection rate is typical for an ambulance transport system. If the collection rate is lower, the fees are typically considered too high; if the collection rate is higher, the fee is typically considered too low. Many more factors are involved in the collection rate, including the specific payers involved. If National City chooses to be the provider of record in their system, it is recommended to establish a fee structure that allows them to collect 25%–35% of what is billed.

Federal Reimbursement Programs

Public Provider Ground Emergency Medical Transport (PP-GEMT)

Reimbursement for patient transport to the hospital is based on the four payer mixes previously outlined in this study. In California, Medi-Cal provides additional avenues to recover costs beyond the initial billing phase.

There are two primary ways to secure additional federal funds for treating Medi-Cal patients:

Intergovernmental Transfer (IGT)—A funding mechanism allowing government entities to transfer funds to the federal government in exchange for matching Medi-Cal payments.

Certified Public Expenditure (CPE)—A program requiring government healthcare providers with taxing authority to demonstrate a financial loss in providing EMS services to Medi-Cal patients to receive reimbursement.

Expected reimbursement for transporting a Medi-Cal patient is approximately $118.00 (with some additional add-ons), regardless of the billed amount. These programs provide transport authorities with opportunities for additional cost recovery, helping to offset financial shortfalls in Medi-Cal-funded transports.

Certified Public Expenditure

To participate in a CPE program, the City must demonstrate a financial loss in providing EMS services. This is achieved through a written certification detailing the total loss divided by the number of Medi-Cal transports, like filing a detailed tax return.

The State submits this documentation to the Federal Government, which then matches up to 50% of the verified loss and returns the funds to the State. Fees are deducted along the process, and the Provider of Record ultimately receives the remaining additional reimbursement.

However, as of January 2023, this program is no longer available for public agencies in California due to the implementation of the Public Provider Ground Emergency Medical Transport (PP-GEMT) program, which has replaced CPEs as the primary cost recovery mechanism.

Intergovernmental Transfer

The second method a public agency can use to demonstrate financial loss is through an Intergovernmental Transfer (IGT) program. To participate, the City contributes funds to the State, which then leverages these funds to draw matching federal funds.

Throughout this process, administrative fees are deducted at various stages, with different entities taking a portion for managing the program. Once the transfer and management are complete, the Provider of Record receives the additional funds, helping to offset operational losses. Multiple fire departments in Southern California currently participate in the program.

Reimbursement Programs

Four major Federal programs offer additional reimbursement for the treatment and transportation of Medi-Cal patients in California under the IGT/CPE programs:

- GEMT (Ground Emergency Medical Transportation)
- IGT (Intergovernmental Transfer)
- QAF (Quality Assurance Fund)
- PP-GEMT—(Public Provider Ground Emergency Medical Transportation)—***NEW***

GEMT

The GEMT is a CPE program. The program entails filling out lengthy annual expenditure reports documenting everything related to the delivery of Emergency Medical Services in the city.[3] Using the reports, a "per transport" charge will be established and multiplied by the total number of Medi-Cal transports. The state can leverage this report to reimburse the public agency 50% of the costs. This program became obsolete with the new PP-GEMT program for public providers.

IGT

An IGT program allows public providers to draw down federal matching funds by putting money up to the state and matching funds back to the City.

3 https://www.dhcs.ca.gov/provgovpart/Pages/GEMT.aspx

QAF

The QAF is the Quality Assurance Fee collected by the Department of Health Care Services (DHCS). All providers pay into the fund, and in return, they receive an enhanced amount on every Medi-Cal transport. The organization pays **$34.00** per transport. The State then pools that money into the Federal Government and draws matching funds. All managers take their share in managing the program and redistribute the remaining funds back to each provider based on the number of Medi-Cal transports. The enhancement increases the amount received by **$220.80** per transport. This program became obsolete with the new PP-GEMT program for public providers, but is still used by private providers.

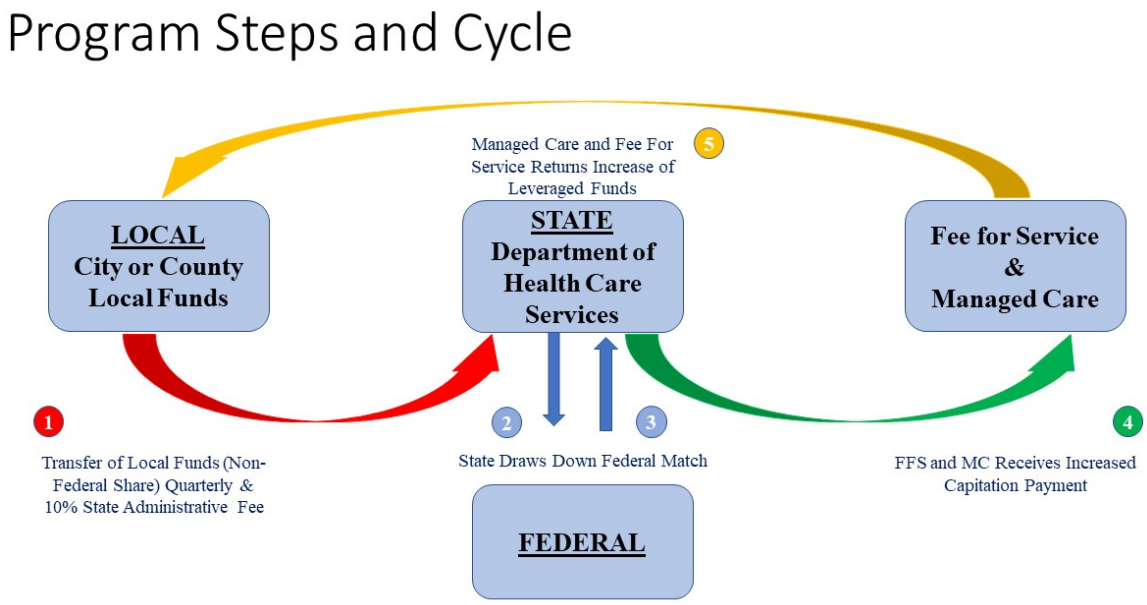
PP-GEMT

Until January of 2023, most public agencies participated in the GEMT and QAF programs to enhance the cost recovery from Medi-Cal patients. In 2016, the initial designers of the GEMT program went to the State. They attempted to clarify the terms of the program so that the Fire Department, using EMTs and other First Responders on Medical Aids, could use those personnel in the Certified Cost Reports (CPEs). After years of lobbying (that's why the program has been on hold), AB1705 was adopted, which took Public Providers (PP) out of the GEMT and QAF programs and put them in a separate program called the Public Provider Ground Emergency Medical Transport (PP-GEMT).[4] The new program is a hybrid IGT. The previous CPE reports from all the agencies in the state were used to produce an enhanced fee paid to each agency based on the number of Medi-Cal patients they transported. The enhancement is $1,065.00, compared to the previous $339.00. The program requires a quarterly payment like the QAF, about $330 per Medi-Cal transport, and they also take an additional 10% for program management and $30 per Medi-Cal patient transported to account for non-paying entities. These numbers are set to increase over the next year with a reimbursement of $1,158.10 and a payment of $349.00.

The following figure illustrates the steps and cycle of the PP-GEMT program.

4 https://www.dhcs.ca.gov/provgovpart/Pages/PPGEMTIGT.aspx

Figure 47: PP-GEMT Program Steps and Cycle



Future Availability in GEMT Programs

The founders of AP Triton pioneered the Nation's first Ground Emergency Medical Transport (GEMT) program, setting the standard for how municipalities could leverage federal reimbursement opportunities to stabilize emergency medical services. Since that time, AP Triton has developed nearly a dozen additional GEMT programs, with several more currently in progress across the country. These programs are structured specifically for public providers and operate as *entitlement programs*, meaning that if a provider meets the eligibility criteria, funding must be made available. This model ensures sustainability for municipal agencies that cannot otherwise recoup the full cost of ambulance transport under traditional Medicaid and Medicare reimbursement rates.

Provider Tax Programs

It is important to understand the critical distinction between GEMT programs and provider tax programs:

- **Provider Tax Programs:** These programs apply to both public and private providers and are capped by federal regulation. Providers pay a tax that is then used by the state to draw down federal supplemental reimbursement. In California, the two most notable provider tax programs are:

- The **Hospital Managed Care Organization (MCO) tax**, which applies to major managed care providers such as Kaiser, Blue Cross Blue Shield, and others.
- The **Quality Assurance Fee (QAF) program**, which is specific to private ambulance providers.

Both mechanisms generate supplemental funding, but they also impose a tax burden on participating providers and have been criticized for disproportionately subsidizing private, for-profit entities.

GEMT Programs

By contrast, GEMT and its public provider extension (PP-GEMT) are not provider tax programs. They are entitlement programs that ensure supplemental reimbursement flows directly to public agencies. Municipal fire departments and EMS agencies are statutorily prohibited from generating a profit. Therefore, supplemental reimbursements protect local taxpayers by covering the shortfall created when low-paying government payors (Medicare and Medicaid) fail to meet the true cost of service delivery.

The "Medicaid Loophole" Debate

Federal policymakers are currently scrutinizing what they have labeled the "Medicaid loophole," a reference to state practices that use provider tax programs to generate unallocated revenue. For example, in California, the hospital MCO tax carries a 10% state administration fee, generating roughly $40 million. The state submits this amount to the Centers for Medicare and Medicaid Services (CMS) for a Federal Medical Assistance Percentage (FMAP) match, which effectively doubles the amount to $80 million. However, the additional funding is not earmarked for a specific Medicaid program. Critics argue this allows states to subsidize non-Medicaid priorities, such as covering healthcare costs for federally ineligible immigrants.

These concerns do not apply to GEMT or PP-GEMT. Because they are entitlement programs specific to public providers, the funds are tied directly to service delivery and cannot be diverted. This makes GEMT and PP-GEMT examples of sound public policy, focused on protecting taxpayers and ensuring continuity of emergency medical services.

Fiscal Stability and System Safeguards

While the PP-GEMT program generates approximately $340 million annually in California, it represents only a small portion of the broader CMS portfolio. Its alignment with hospital funding mechanisms provides additional resilience, as hospitals secure reimbursement levels far greater than those achievable by ambulance providers. This creates a degree of protection for PP-GEMT participants, as any large-scale restructuring of CMS programs would necessarily impact hospital systems first—providing a buffer to public ambulance providers.

In addition, public providers benefit from structural safeguards embedded in local agreements:

- **Contractual Protections**: Agreements between agencies and contractors—or between agencies and counties—typically include clauses that allow contracts to be reopened in the event of significant changes. These may include shifts in system economics, payer mix, call volume, or future integration that materially impact cost structures.
- **Statutory Obligations**: Counties are legally obligated to ensure the provision and financing of emergency ambulance services. This obligation ensures that, even under fiscal pressure, the system remains solvent, and services remain uninterrupted.
- **201 Providers**: Agencies designated as "201 providers" under California Health and Safety Code §201 have full authority to adjust their systems in response to changes, providing an added layer of local control and long-term sustainability.

There is no plausible scenario where robust emergency ambulance transport services disappear. The system cannot function without fair and reasonable reimbursement, but entitlement programs such as GEMT and PP-GEMT provide essential stability. While adjustments to Medicaid programs are inevitable over time, the structure of GEMT ensures public providers remain protected, local taxpayers are shielded from additional burdens, and communities continue to receive reliable, high-quality emergency medical transport services.

Summary

These four programs fall under a CPE, IGT, or a combination of both. The PP-GEMT program is the current program in place for public agencies and has significantly increased the system's cost recovery. The following figure estimates the PP-GEMT enhancement that National City could see if it becomes the provider of record for the transportation system.

Figure 48: PP-GEMT Cost/Cost Recovery Estimations 2024

Provider	Projected Medi-Cal Transports	Normal Federal Reimbursement	Potential Enhancement	Estimated IGT	Estimated Fee	Non-Payer Fee (From non-paying entities)	Cost Recovery
Public	1,849.00	$118.00	$1,158.00	$349.02	$34.90	$30.00	**$1,376,016**
Private	1,849.00	$118.00	$339.00	$34.00	10%	N/A	**$417,456**

SECTION III:
EMS SYSTEM DELIVERY MODELING

EMS DELIVERY OPTIONS & STRATEGIES

EMS Transport Service Models

AP Triton has evaluated multiple EMS delivery models and presents five options for National City's consideration. While the City may not fully implement these models, this assessment provides decision-makers with a clear understanding of the costs associated with each approach. The goal is to help National City determine the most effective EMS service delivery and governance model to ensure high service levels for residents, businesses, and visitors.

EMS Service Models for consideration:

- In-house service with sworn fire personnel
- In-house service with non-sworn fire personnel
- Hybrid model with sworn and non-sworn fire personnel
- Subcontracting services to a private/public provider
- Hybrid model with in-house, non-sworn fire personnel and subcontracting

These ambulance transport models incorporate National City's known costs and industry standards from fire and private ambulance transport systems. While these cost estimates are based on real-world data, certain expenses, such as cardiac monitors, radios, gurney systems, and overtime, may vary. Private provider salaries align with industry standards but could be adjusted based on implementation decisions.

Financial Planning and Enterprise Fund

AP Triton recommends that National City establish an enterprise fund (Margin Account) that rolls over annually an amount equaling 10% of the model's operating costs. This fund would help manage cost recovery fluctuations due to call volume and payer mix changes while also supporting potential service expansions if needed.

Comparing Cost Structures

Each model uses a standardized cost structure where applicable, allowing for direct system comparisons. The city must validate each expense based on purchasing contracts and other policies and procedures for the City, outlined in this study, before moving forward.

Fire-Based vs. Private-Based Staffing Models

- **Fire-Based Systems**: Typically use 24-hour shifts with additional 12-hour partial shifts to manage peak volume.
- **Fire-Based Single Role System**: Typically uses 24-hour shifts with the addition of 12-hour partial shifts to manage peak volume. They can also staff 12-hour full-time employees, as they are not firefighters.
- **Private-Based Systems**: Operate under an A/B shift model (e.g., 0700–1900 and 1900–0700) to optimize UHU, reduce overtime, limit shift fatigue, and minimize station costs. This model requires 33% more personnel and a strong part-time workforce.
- **Key Differences**: Fire-based models reduce full-time employee counts, minimize shift-change inefficiencies, and align with fire training schedules, whereas private-based models prioritize operational efficiency and cost savings.

System Deployment Recommendations

AP Triton's analysis indicates that a National City EMS transport system would require a minimum of **two** 24-hour ambulances and **one** 10- to 12-hour day units to manage peak activity. This recommendation is based on call data, time of day, call concurrency, and potential city-wide deployment strategies.

As implementation progresses, National City may choose to make necessary adjustments to accommodate real-world factors such as Ambulance Patient Offload Times (APOT), training needs, and surge protection. The city might also choose to start with one system, for instance, a subcontracting model, and then transition to an Ambulance Operator model as the system is built out.

If National City selects a specific model, a strategic deployment plan can be developed. Resource allocation will also vary by model; for example, the firefighter-based model will be built with partial or 12-hour shifts staffed as overtime-only positions due to its 56-hour work schedule.

The Single-Role Model

The use of single-role ambulance operators is not a new concept in the fire service, but it is gaining traction as a preferred model. This class of employees offers several benefits while also presenting certain challenges. The city could choose to use this class of employee in other aspects of public safety, like fire department or police department cadets. This could augment or enhance current staffing levels.

If National City chooses to adopt the single-role model, it should explore all available options to enhance staffing reliability and ensure seamless emergency service delivery.

System Costs

Each EMS model offers unique benefits and challenges. Four of the models necessitate hiring personnel and purchasing equipment, which could introduce delays due to long lead times for vehicle procurement.

Our analysis presents various staffing and deployment models, with ambulance employee costs and EMS system expenses detailed by unit hour and total system cost. These expenses are itemized in tables to outline the specific requirements of each model. For the subcontracting model, a breakdown of itemized costs alongside a total unit hour cost for the entire system is included.

System costs include personnel for overhead, finance, quality assurance, training, and field supervision. Additional expenses such as risk management, fuel, ambulance maintenance, data connectivity, medical supplies, equipment replacement, and billing are incorporated into the total cost. These costs vary significantly depending on National City's chosen deployment model, current city purchasing contracts, and the number of ambulances acquired.

Subcontracting has historically been the most efficient and cost-effective approach for ambulance transport. However, as unit hour prices have increased, in-house services have become a more viable alternative. If National City opts to provide ambulance transport directly, unit hour costs may be lower than contracting at a higher rate per unit hour.

Depreciating Costs

The following figures detail AP Triton's cost estimates, with amortization based on a five-year replacement cycle for vehicles and equipment. While this timeframe covers the primary lifespan of most equipment, items such as radios and gurneys often have longer use spans. Each item in the cost center includes a unit hour cost directly related to the number of ambulance hours required in the system.

The table in the following figure is broken down into four columns, described as follows:

Years of Amortization—Most items are depreciated over five years. This is an estimate and shows the cost distributed over that span. If the City purchases equipment with one-time funds, this depreciation cost can be taken off each year's projected expense, but should still be considered when estimating the total cost of the system.

Equipment Estimated Cost—Each item is assigned an estimated cost to project its total system cost. These costs are not meant to be all-inclusive, as contracts and purchasing power can be fluid.

Estimated Total Cost—The total cost is a basic calculation of the number of ambulances estimated in the system multiplied by the depreciated cost. The modeling projects the need for five ambulances to support the system.

Annual Cost per Ambulance—This is the simple depreciated cost per ambulance per year. For instance, a $200,000 ambulance depreciated over five years is $40,000 per year. Understanding there will be interest on loans and other costs associated with purchasing, the city should evaluate these costs before finalizing any purchasing plans.

The cost in the following figure is in the depreciation section of each of the delivery models. These items have been taken from other programs currently running ambulance programs in California. They represent the major cost items when purchasing and outfitting an ambulance for emergency response, but are not all-inclusive. Each model utilizes the same number of units deployed and a reserve fleet of half that of the units deployed. These cost estimates are taken from Model #1.

Figure 49: Estimated Additional Costs When Providing Transport Directly

Cost Center–Per Ambulance	Years of Amortization	Estimated Cost	Estimated Total Cost	Annual Depreciated Cost
Summary of Operating Expenses Depreciated				
Ambulance Replacement	5-Years	$230,000	$1,150,000	$230,000
Cardiac Monitor	5-Years	$52,000	$260,000	$52,000
Make-Ready Equipment	5-Years	$25,000	$125,000	$25,000
Data Tablet (3 yr. Amortization)	3-Years	$3,000	$15,000	$5,000
Power Gurney	5-Years	$72,000	$360,000	$72,000
Ambulance Setup	5-Years	$15,000	$75,000	$15,000
Lucas Devices	5-Year	$21,000	$105,000	$21,000
Stair Chair	5-Year	$5,000	$25,000	$5,000
Total Depreciated cost of each Ambulance				**$85,000**
Number of Ambulances Required for Deployment				**5**
Amortized Yearly Costs				**$425,000**

Operating Costs

The costs in the following figures represent each delivery model's operating costs, which include purchasing and managing ambulances. These cost estimates will need to be adjusted if a model is chosen. Some costs are associated with all ambulances (five) while others that deal with personnel are only associated with the staffed ambulances (three). Note that each of the cost items that follows is taken from existing California systems that are staffing city-based ambulance programs. These estimates are taken from Model #1.

Ambulance Insurance—Insurance costs for an ambulance will vary from system to system. Each ambulance must maintain insurance coverage.

Fuel/Maintenance/Mechanics/Licenses—These costs for a city or county are usually estimated on a per-vehicle basis. This can vary depending on the type of vehicle and usually does not change if the vehicle drives 1,000 miles vs. 20,000 miles per year. This could be adjusted based on National City's costs.

Data Connections—Each ambulance is assigned two data tablets for Mobile Data Connections and Electronic Patient Care reporting. This charge is estimated to cover the data connections of each unit.

BLS Supplies—Each ambulance is stocked with a set of BLS supplies. This list of supplies can vary from County to County. Once the ambulance is stocked with supplies, the operating costs cover the constant resupply.

ALS Supplies—Each ambulance is stocked with a set of ALS supplies. This list of supplies can vary from County to County. Once the ambulance is stocked with supplies, the operating costs cover the constant resupply.

Training—Training is typically done on-duty throughout the year. The training costs give an estimate for the year to pay for extra training outside normal work hours.

Uniforms—The cost of uniforms covers basic uniform needs per year, per ambulance.

Certifications—The certification covers the basic costs of EMT and PM certifications.

Figure 50: Summary of Operating Costs

Cost Center–Per Ambulance	Estimated Total Cost	Annual Cost–Per Ambulance
Summary of Operating Expenses		
Ambulance Insurance	$13,000	$2,600
Fuel/Maintenance/Mechanic/License	$205,000	$41,000
Data Connection	$6,000	$1,200
BLS Supplies	$65,000	$13,000
ALS Supplies	$55,000	$11,000
Training	$36,000	$12,000
Uniforms	$8,640	$720
Certifications	$2,400	$200
Total Yearly Cost per Ambulance		**$78,208**
Number of Ambulances		**5**
Total Yearly Cost for System		**$391,040**

Public-Private Partnership

The State of California has implemented the Public Provider Ground Emergency Transport (PP-GEMT) program to enhance the benefits paid for Medi-Cal patients. These enhancements for the additional cost recovery in the system will be discussed in the cost recovery section of this study. There is also a cost for the program, estimated at $330.00+ per Medi-Cal transport. The cost analysis for each deployment model includes the current PP-GEMT agreement's cost, estimated at over **$750,000** in FY2025. This additional cost must be considered when comparing these models to the current or future system designs. The additional cost recovery is taken into consideration in the total revenue for each model.

Facilities

The cost analysis for each deployment model does not include facility expenses. In ambulance operations, remote facilities where day and night crews rest are referred to as "Comfort Stations."

For fire-based models, the assumption is that ambulances would be housed in existing fire facilities at no additional cost. In subcontracting models, facility costs are presumed to be included in the subcontract rate. However, these costs can be revisited in the future based on the chosen deployment model.

Deployment Models

Model #1: Firefighter Transport Model

Fire Agencies Providing Ambulance Transport with Sworn Personnel

Model 1 proposes a sworn firefighter/paramedic and sworn firefighter/EMT staffing model for delivering all emergency ambulance services in National City. Data analysis suggests a recommended UHU of 0.35–0.45 for transport units staffed with sworn personnel. This standard will be applied across all transport models utilizing sworn personnel.

Firefighters typically do not work 12-hour shifts, so this model relies on 24-hour ALS units rather than split shifts. To maintain system consistency, total unit hours remain the same across all models.

- Two 24-hour staffed ALS units are recommended.
- One 12-hour flex BLS unit will ensure adequate coverage during peak demand periods.
- These units will operate 421 hours per week or 60 hours per day to meet response time requirements.

Surge unit staffing can be achieved using overtime personnel or reallocating existing fire apparatus personnel during high-demand periods.

Staffing & Cost Overview

The following figure outlines staffing and employee costs for Model #1, including an additional six Firefighter/Paramedics and six Firefighter/EMTs. Salary and benefit calculations are based on National City Fire Department compensation packages.

Figure 51: Model #1—Firefighter Staffing Costs

Type of Personnel	# of Personnel	Individual	Total Annual Cost
Firefighter EMT Salary	6	$98,690	$592,140
Firefighter EMT Benefits	6	$32,537	$195,222
Constant Staffing—Overtime FF/EMTs	6	213 hours	$64,969
Firefighter Paramedic Salary	6	$111,816	$670,896
Firefighter Paramedic Benefits	6	$36,763	$220,578
Constant Staffing—Overtime FF/PMs	6	213 hours	$73,610
		STAFFING COSTS	**$1,817,414**

Along with the costs in the preceding figure, the system cost-center figures will be added to create total system costs. Each model has 24- and 12-hour shifts added for consistency, and each total unit hour calculation. For example, two 24-hour ambulances equate to **17,520** hours yearly; the additional 12-hour ambulance adds **4,380** hours.

Figure 52: Model #1—Firefighter Model Operational Costs

System Costs	Total Annual Cost/Revenue
Personnel/Staffing Costs	$1,817,414
Subcontracting Costs	N/A
Operating Depreciation	$425,000
Operating Costs	$391,040
Administration Costs	$312,578
Other Expenses	N/A
12-Hour OT Shifts for Peak Staffing	$445,325
Total Operational Costs	**$3,391,357**

Figure 53: Model #1—Additional System Costs

Additional System Costs	Total Annual Cost/Revenue
Margin/Roll-Over Account/Fund	$339,136
Billing (4% Net Collections)	$193,362
PP-GEMT Payment (if Applicable)	$765,353
Miscellaneous	N/A
Total Additional Costs	**$1,297,850**

Figure 54: Model #1—Total System Summary

Total Administrative Costs	Total Annual Cost/Revenue
Total Revenue (Including PP-GEMT)	$4,834,044
Model #1 Total Costs	$4,689,208
Total Unit Hour Costs	$214.12
Total Cost Recovery (Loss)	**$144,836**
Contractual Revenue	**$318,000**
Total Net Cost Recovery (Loss)	**($173,164)**

Benefits/Challenges—Model #1

In previous years, using sworn personnel for ambulance services was financially unfeasible. However, rising private provider costs per unit hour have made this model more viable. Implementing this approach requires National City to carefully evaluate its benefits and challenges. This model also includes over $339,136 in a margin fund for continued system support.

Key Benefits

Increased Staffing: Adding 12 sworn personnel could significantly enhance emergency response flexibility within the fire service.

Workforce Stability: While the initial onboarding academies would take longer than other models, the result would be a more consistent and trained workforce.

Challenges and Considerations

Hiring Constraints: Recruiting a large number of sworn personnel could delay meeting service demands.

Overtime Costs: All vacancies (e.g., sick leave, vacation) and flex car deployments would require sworn personnel working overtime, increasing expenses.

Turnover Issues: Promoting paramedics off ambulances may necessitate continuous training and schooling for replacements.

Equipment Procurement Delays: Acquiring ambulances and fire apparatus faces longer lead times than in previous years, potentially extending start-up timelines.

Higher Cost Model: This model is one of the most expensive, and it does not include subcontracting, with lower net revenues (cost recovery), potentially impacting reinvestment into the EMS system.

Additional Considerations

AP Triton factored in a **40-hour training course** in the start-up costs for each model at the end of this section, but did not include the costs of a **6–8-week firefighter academy**, which could significantly increase start-up costs. These challenges must be carefully reviewed before National City makes a final decision on implementing this model.

Model #2: Ambulance Operator Model

Fire Agencies Providing Ambulance Transport Non-Sworn Personnel

Model 2 employs non-sworn (Single-Role) personnel, with EMTs and paramedics staffing all ambulances. This model has gained popularity among fire departments transitioning into emergency transport services due to its flexibility and efficiency.

The prices are for salary and benefits, using the standard firefighter benefits package, as there are no current National City single-role personnel.

To meet **421** weekly unit hours, the system requires:

- 10 EMTs and six paramedics working a combination of 24-hour and 12-hour shifts.
- Robust Part-Time Workforce: Due to high turnover, maintaining a strong pool of part-time employees is essential. The model assumes eight part-time personnel to support the system.

Figure 55: Model #2 - Ambulance Operator Staffing Costs

Type of Personnel	# of Personnel	Individual	Total Annual Cost
AO EMT Salaries (24-hour)4	6	$61,788	$370,728
AO EMT Salaries (12-hour)	4	$42,560	$170,240
AO EMT Benefits	10	$32,537	$325,370
AO EMT Constant Staffing OT	6	192 hours	$36,665
AO PM Salaries	6	$78,048	$468,288
AO PM Benefits	6	$36,763	$220,578
AO PM Constant Staffing OT	6	192 hours	$46,314
		Staffing Costs	**$1,638,184**

Benefits/Challenges—Model #2

Key Benefits

- **Flexible Staffing:** Utilizes 24-hour units and 12-hour flex shifts, optimizing efficiency compared to sworn models.
- **Increased Fire Personnel on Duty**: Expands the number of personnel available citywide without increasing sworn firefighter numbers.
- **Full System Control**: Allows National City to manage staffing levels and add units as needed, independent of private contractors.

- **Firefighter Recruitment Pipeline**: Acts as a training and vetting system for future full-time firefighters, as seen in multiple California fire departments.
- **Higher Net Cost Recovery**: Generates significant net revenue over expenses, allowing reinvestment into the EMS system.

Challenges and Considerations

- **High Turnover Rates**: Single-role EMS personnel typically experience frequent turnover, necessitating continuous hiring and training efforts.
- **Human Resources and Training Demands**: Managing an ongoing recruitment and training cycle for part-time employees requires dedicated resources.
- **Part-Time Workforce Management**: While part-time personnel help cover shifts and meet surge demand, maintaining consistent staffing levels can be challenging.

Financial Overview

The following figure outlines the major cost components of **Model #2**, including:

- **Personnel Costs** (full-time and part-time staffing)
- **Depreciation & Equipment Costs**
- **Operating Expenses** (ambulance maintenance, fuel, medical supplies)
- **Administrative Costs** (supervision, training, human resources support)
- **Additional Costs** (peak staffing units, margin accounts, billing services)

Projected Net Cost Recovery

The projected net cost recovery for Model #2, calculated by subtracting total operating costs from projected revenue, is $827,799.

Figure 56: Model #2—Ambulance Operator Model Operational Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Personnel/Staffing Costs	$1,638,184
Subcontracting Costs	N/A
Operating Depreciation	$425,000
Operating Costs	$394,720
Administration Costs	$312,578
Other Expenses	N/A
12-Hour OT Shifts for Peak Staffing	N/A
Total Operational Costs	**$2,770,482**

Figure 57: Model #2—Additional System Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Margin/Roll-Over Account/Fund	$277,048
Billing (% of Net Collections)	$193,362
PP-GEMT Payment (if Applicable)	$765,353
Miscellaneous	N/A
Total Additional Costs	**$1,235,763**

Figure 58: Model #2—Total System Summary

Model Costs/Revenues	Total Annual Cost/Revenue
Total Revenue (Including PP-GEMT)	$4,834,044
Option #2 Total Cost	$4,006,244
Total Unit Hour Costs	$182.93
Total Cost Recovery (Loss)	**$827,799**
Contractual Revenue	**$318,000**
Total Net Cost Recovery (Loss)	**$509,799**

Model #3: Hybrid Sworn/Non-Sworn

Hybrid Ambulance Transport Services Sworn/Non-Sworn

Model #3 employs a hybrid approach, integrating sworn firefighters and non-sworn (Single-Role) personnel to provide emergency ambulance transportation. This model includes both EMTs and paramedics in safety (sworn) and non-safety (non-sworn) positions, offering increased flexibility in deployment.

Proposed Staffing Configuration

This model can be adjusted based on department needs, but the initial configuration includes:

- **1 firefighter-staffed 24-hour ALS units**
- **1 single-role staffed 24-hour ALS units**
- **1 single-role staffed 12-hour BLS surge units**

The configuration is set up to combine a mix of sworn and non-sworn personnel. There are many ways to configure the system, including starting with a firefighter model and incorporating single-role personnel as the system is built out. If National City selects this model, AP Triton can refine the deployment strategy to better align with operational requirements and future needs.

Figure 59: Model #3—Hybrid Sworn/Non-Sworn Staffing Costs

Employee Count	# of Personnel	Individuals	Total Annual Cost
Firefighter EMT Salaries	3	$98,690	$296,070
Firefighter EMT Benefits	3	$32,537	$97,611
Firefighter EMT Constant Staffing OT	3	213 hours	$32,484
Firefighter PM Salaries	3	$111,816	$335,448
Firefighter PM Benefits	3	$36,763	$110,289
Firefighter PM Constant Staffing OT	3	213 hours	$36,805
AO EMT Salaries (24-hour)	3	$61,788	$185,364
AO EMT Salaries (12-hour)	4	$42,560	$170,240
AO EMT Benefits	7	$32,537	$227,759
AO EMT Constant Staffing OT	3	192 hours	$18,333
AO PM Salaries	3	$78,048	$234,144
AO PM Benefits	3	36,763	$110,289
AO PM Constant Staffing OT	3	192 hours	$23,157
		Staffing Costs	**$1,877,993**

Financial Overview

The following figure details staffing costs and system needs, incorporating personnel and system costs to provide a comprehensive cost analysis for Model #3.

Figure 60: Model #3—Hybrid Model Operational Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Personnel/Staffing Costs	$1,877,993
Subcontracting Costs	N/A
Operating Depreciation	$425,000
Operating Costs	$394,720
Administration Costs	$312,578
Total Other Expenses	N/A
12-Hour OT Shifts for Peak Staffing	N/A
Total Operational Costs	**$3,010,291**

Figure 61: Model #3—Additional System Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Margin/Roll-Over Account/Fund	$301,029
Billing (% of Net Collections)	$193,362
PP-GEMT Payment (if Applicable)	$765,353
Miscellaneous	N/A
Total Additional Costs	**$1,259,744**

Figure 62: Model #3—Total System Summary

Model Costs/Revenues	Total Annual Cost/Revenue
Total Revenue (Including PP-GEMT)	$4,834,044
Option #3 Total Costs	$4,270,035
Total Unit Hour Costs	$194.98
Total Cost Recovery (Loss)	**$564,009**
Contractual Revenue	**$318,000**
Total Net Cost Recovery (Loss)	**$246,009**

Benefits/Challenges—Model #3

Key Features

- **Flexible Deployment**: Allows for 24-hour units and 12-hour flex units, optimizing resource allocation.
- **Balanced Workforce:** Six EMTs and paramedics from sworn ranks and 10 EMTs and paramedics from non-sworn ranks to ensure full system coverage.
- **Strategic Staffing Allocation**: All 12-hour surge units will be staffed with non-sworn personnel, maximizing cost efficiency.
- **Turnover Management:** Retaining non-sworn Ambulance Operators (AOs) may be a long-term staffing challenge.
- **Recruitment and Training:** Hiring both sworn and non-sworn personnel at scale requires a significant commitment to recruitment, onboarding, and benefits administration.
- **Transition Model Feasibility:** Along with Model #5, this hybrid approach could serve as a transitional model, ensuring service continuity while National City evaluates long-term EMS solutions.

Model #4: Private/Public Subcontracting

Private Ambulance Subcontracting for Transport Services

Model #4 presents a subcontracting approach, where National City would contract with a private or public provider for all emergency ambulance services while retaining Provider of Record status. This model allows National City to participate in federal reimbursement programs and oversee EMS transport services without directly staffing ambulance units.

Key Features

- **Private Provider Partnership**: National City contracts a private company to deliver emergency ambulance services.
- **Public Provider Partnership:** National City contracts a public provider to deliver emergency ambulance services.
- **Provider of Record Status**: The City maintains oversight, administrative control, and financial management of the system.
- **Billing and Revenue Management**: National City manages the system's revenue and expenditures while contracting out billing services.

Proven Success

This approach, commonly referred to as the "Alliance Model" or "Unit Hour Model," has been successfully implemented in Contra Costa City for the past seven years and in other California-based EMS systems.

Cost Considerations

Variable Private Provider Pricing: Unit-hour costs have fluctuated significantly in recent years. In Orange County, CA, BLS service costs are under $100/unit hour, while in San Diego County, the cost could exceed $200/unit hour for BLS service.

Projected Cost per Unit Hour: AP Triton used an estimated $250/unit hour for ALS services and $200/unit hour for BLS services. This is an estimate of possible private provider services and will give the city a better understanding of the relationship between the unit hour cost recovery feasibility.

Alternate Cost per Unit Hour: If the City chooses to contract with a public provider for transport services, the cost per unit hour should be less, considering the difference between cost recovery and profit margin.

Administrative Costs: To maintain consistency with other models, some administrative expenses were included, slightly increasing the total unit hour cost beyond the base rate from private providers.

Financial Overview

The following figure details the estimated costs of the Subcontracting Model, including:

- Hourly Rate and Unit Hours Required
- Annual Contract Costs
- Additional System Costs
- Revenue Projections After Expenses

Figure 63: Model #4—Subcontracting Model Costs

Cost Center	Hourly Rate	Hours Needed	Annual Cost
Subcontract ALS Costs	$250.00	17,520 hours	$4,380,000
Subcontract BLS Costs	$200.00	4,380 hours	$876,000

Figure 64: Model #4—Subcontracting Model Operational Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Personnel/Staffing Costs	N/A
Subcontracting Costs	$5,256,000
Operating Depreciation	N/A
Operating Costs	$75,600
Administration Costs	$141,063
Other Expenses	N/A
12-Hour OT Shifts for Peak Staffing	N/A
Total Operational Costs	**$5,472,663**

Figure 65: Model #4—Additional System Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Margin/Roll-Over Account/Fund	$547,266
Billing (% of Net Collections)	$193,362
PP-GEMT Payment (if Applicable)	$765,353
Miscellaneous	N/A
Total Additional Costs	**$1,505,981**

Figure 66: Model #4—Total System Summary

Model Costs/Revenues	Total Annual Cost/Revenue
Total Revenue (Including PP-GEMT)	$4,834,044
Option #4 Total Costs	$6,978,644
Total Unit Hour Costs	$318.66
Total Cost Recovery (Loss)	**($2,144,600)**
Contractual Revenue	$318,000
Total Net Cost Recovery (Loss)	**($2,462,600)**

Benefits/Challenges – Model #4

There are several advantages to National City with the Subcontracting Model:

- There is potential to leverage a partnership with a private/public subcontractor to better meet the needs of the community and each agency involved.
- Model #4 can generate significant net cost recovery to reinvest in the EMS system if the unit hour cost is set to sustain the system.
- Leaves all hiring and staffing considerations to the subcontracted provider.
- Leaves ambulance and equipment purchasing to the subcontractor.
- Can be a cost-effective staffing model to provide this service.
- Eliminates role confusion between sworn and non-sworn personnel.

With the Subcontracting Model, National City must be aware of the additional workload during start-up for this Model to begin operations. Points to consider are as follows:

- Requires National City to develop and coordinate an RFP for a private ambulance provider to be the subcontractor.
- For a competitive bid, the selected contracted private provider must be chosen, the contract must be signed, and all National City administrative regulations must be followed.
- It may not be easy to find suitable private ambulance subcontractors because the industry only has a few capable private providers.
- The subcontracting unit hour cost can sometimes be unpredictable and subject to vast differences between counties.

The Subcontracting Model works because the private/public provider is contracted for all emergency response deployment demands at a fixed unit-hour cost. This cost is negotiated, covers all needed expenditures, depreciation, and equipment renewal for the contracted service period, and includes an agreed-upon profit level to the subcontractor. Responsibilities for National City in the Subcontracting Model include the following:

- National City has operational control of the system and will hold the subcontractor accountable directly for failure to meet the contract's requirements at any time.
- National City is the Provider of Record and performs/subcontracts all billing services for transport in this model.
- As the Provider of Record, National City would also access additional federal funding through the PP-GEMT program.

Although the benefits of the Subcontracting model can be significant, the unit hour price can also make the model unsustainable. As shown in the preceding tables, a $250.00/unit hour is not a sustainable cost point for National City. The following figure shows some examples of unit-hour costs that would bring this model in line with the goals and objectives of the city.

Figure 67: Model #4—Total System Summary (Alternate)

Model	Unit Hour Cost	Desired Unit Hours	Total Costs
ALS Subcontracting	$140.00	17,520	$2,452,800
BLS Subcontracting	$100.00	4,380	$438,000
Total Potential Subcontracting Costs			$2,890,800
Additional System Costs*			$1,804,124
		Total Revenue	**$4,834,044**
		Total Subcontracting / System Costs/Contractual Revenue	**$4,694,924**
		Total Positive Cost Recovery	**$139,120**

**Operating Costs, Admin Costs, Margin, Billing, PP-GEMT Payments, Contractual Revenue*

Public Provider Subcontractor Option

In addition to the potential unit hour cost in the preceding figure from a private provider, National City could choose to contract with a public provider with ambulance transport capabilities. This model would look very similar to Model #4, with a unit hour cost that allowed for cost recovery in both systems. National City would take on some of the overhead responsibilities in the field and rely on the contractor for personnel and equipment.

To explore this option, the city would need to negotiate a unit-hour cost that made sense for both systems. Understanding the AO model and its pricing for Model #2 will help guide the city in this negotiation. That model outlines the potential costs of any public provider and can be adjusted based on unique circumstances. Using these guidelines, the city can add an additional line for the contractor's (public provider's) cost recovery. The following figure is an example.

Figure 68: Public Provider—Subcontracting Review

Model Information	Total Costs
AO Model Costs (Including some administrative costs for the provider)	$2,598,967
Public Provider Additional Admin. Fees @ 20% of Costs	$519,793
Total Potential Unit Hour Cost Paid to Public Provider	$142.41
Additional System Costs*	$1,536,611
Total Revenue	**$4,834,044**
Total Subcontracting / System Costs / Contractual Revenue	**$4,655,371**
Total Positive Cost Recovery	**$178,673**

**Operating Costs, Admin Costs, Margin, Billing, PP-GEMT Payments, Contractual Revenue*

Model #5: Hybrid Subcontracting

Hybrid Ambulance Transport Services—Fire-Based and Subcontracting

Model #5 integrates the strengths of multiple models by combining city-operated EMS transport with private provider services. This approach allows National City to directly manage part of the transport capacity while subcontracting the remaining transports. The division between fire-based and private transport could be structured by geographic area, patient acuity, or an even split.

Proposed Deployment Structure

- One city-operated 24-hour ALS AO-staffed unit
- One private provider 24-hour ALS unit
- One city-operated 12-hour ALS AO-staffed unit

If this model is selected, AP Triton can refine the cost structure to meet National City's specific operational and financial needs.

Figure 69: Model #5—Hybrid Subcontracting Staffing Costs

Cost Center	Hourly Rate	Hours Needed	Annual Cost
Subcontract ALS Costs	$250.00	8,760 hours	$2,190,000
Subcontract BLS Costs	$200.00	N/A	N/A
Total Cost			**$2,190,000**
Cost Center	**# of Personnel**	**Cost/Employee**	**Total Costs**
AO EMT Salaries (24-hour)	3	$61,788	$185,364
AO EMT Salaries (12-hour)	4	$42,560	$170,240
AO EMT Benefits	7	$32,537	$227,759
AO EMT Constant Staffing OT	3	192 hours	$18,333
AO PM Salaries	3	$78,048	$234,144
AO PM Benefits	3	$36,763	$110,289
AO PM Constant Staffing OT	3	192 hours	$23,157
		Staffing Costs	**$3,159,286**

Figure 70: Model #5—Hybrid Subcontracting Model Operational Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Personnel/Staffing Costs	$969,286
Subcontracting Costs	$2,190,000
Operating Depreciation	$255,000
Operating Costs	$264,800
Administration Costs	$312,578
Total Other Expenses	N/A
12-Hour OT Shifts for Peak Staffing	N/A
Total Operational Costs	**$3,991,664**

Figure 71: Model #5—Additional System Costs

Model Costs/Revenues	Total Annual Cost/Revenue
Margin/Roll-Over Account/Fund	$399,166
Billing (% of Net Collections)	$193,362
PP-GEMT Payment (if Applicable)	$765,353
Miscellaneous	N/A
Total Additional Costs	**$1,357,881**

Figure 72: Model #5—Total System Summary

Model Costs/Revenues	Total Annual Cost/Revenue
Total Revenue	$4,834,044
Option #2 Total Cost	$5,349,545
Total Unit Hour Costs	$244.27
Total Cost Recovery (Loss)	**($515,501)**
Contractual Revenue	**$318,000**
Total Net Cost Recovery (Loss)	**($833,501)**

Benefits/Challenges—Model #5

This model could dampen some of the downsides of previous models, while emphasizing the benefits. A stair-step approach could ease the significant lift of launching a new program, reducing the entry burden. Multiple ways exist to split the services between National City and a private provider:

- **Lower Start-Up Burden:** Reduces initial hiring, equipment procurement, and training challenges compared to fully in-house models.
- **Gradual Implementation:** A phased approach allows for a smoother transition, minimizing supply chain and operational challenges.
- **Flexible Service Allocation:** Transport responsibility can be dynamically distributed between National City and the private provider.
- **Potential for Additional Federal Funding:** As the Provider of Record, National City may qualify for PP-GEMT reimbursement, increasing financial viability.

This model balances cost efficiency, operational control, and service scalability, making it a strong transitional option or long-term solution depending on National City's objectives. This model also has the downsides of model #4, with higher-than-acceptable unit-hour costs. The city must account for sustainable unit hour costs from any private provider it attempts to partner with.

Governance Structure

A critical element of any EMS system in California is the collaboration with the State Emergency Medical Services Authority (EMSA) and the Local Emergency Medical Services Authority (LEMSA). These agencies oversee and regulate pre-hospital emergency medical care, ensuring that EMS operations align with statewide and regional standards. National City falls under the California Health and Safety Code regulation and must adhere to LEMSA policies and procedures governing the safe and efficient transportation of patients within the city.

Regulatory Compliance and Legal Considerations

National City's EMS system must comply with state mandates and LEMSA's operational guidelines, which include ambulance deployment strategies, response time standards, data reporting requirements, and medical oversight. Changes to the City's EMS structure, such as adopting a new transport model, may require LEMSA approval and compliance with existing regulations.

Impact of California Health and Safety Code Sections 1797.201 & 1797.224

AP Triton recommends that National City consult with the City Attorney to evaluate how its designation under California Health and Safety Code Sections 1797.201 or 1797.224 affects ambulance service operations. These statutes impact a city's authority to administer EMS services, with 1797.201 providing municipalities that operated EMS services before June 1, 1980, the ability to retain control, while 1797.224 allows for competitive processes in selecting exclusive operating areas (EOAs). Understanding the City's legal standing under these statutes will clarify whether National City has full regulatory authority over EMS transport or must coordinate with LEMSA for service modifications.

Strategic Collaboration with LEMSA & EMSA

National City should proactively engage with LEMSA and EMSA to align its EMS strategy with regulatory expectations. This includes:

- Submitting system updates for review and approval
- Ensuring compliance with reporting and performance benchmarks
- Advocating for necessary changes or exemptions if needed

By maintaining a collaborative relationship with these agencies, National City can optimize EMS service delivery while ensuring regulatory alignment and legal clarity for any chosen transport model.

Startup Costs

If National City chooses **Models 1, 2, or 3**, there will be significant startup costs, including:

- Ambulance and equipment purchases
- Hiring, orientation, and training of personnel
- Overhead expenses
- Billing system setup

Before proceeding with these models, the funding method must be determined. The deployment plans outlined in this report include a cost center designed to recover startup costs within five years to establish financial sustainability.

In contrast, **Model #4 (Subcontracting Model)** significantly reduces startup costs compared to in-house models. This model primarily requires:

- Overhead costs
- Billing system establishment (AP Triton recommends outsourcing billing to a specialized provider)

Model #5 (Hybrid Model) offers a phased implementation approach, allowing National City to start with minimal startup costs by initially relying on subcontracting. Over time, the city can transition to an ambulance operator model as resources, funding, and personnel become available. This flexible approach helps mitigate financial and operational risks while ensuring long-term system scalability.

Hiring and Orientation

Additionally, if National City chooses **Options 1, 2, 3, or 5,** the following figures outline an estimated initial hiring cost for both sworn and non-sworn personnel. These non-sworn estimates also consider the establishment of part-time employees to cover openings and maintain a more flexible workforce. For this model, there are 16 full-time employees and eight part-time employees.

Figure 73: Estimated Hiring Costs for Non-Sworn Employees

Cost Center	Cost Each	Total
Recruiting	$20.00	$480
Testing	$40.00	$960
Prints/DOJ	$49.00	$1,176
Background (Full-time / Part-Time Employees)	$240.00	$5,760
Medical (Full-time / Part-Time Employees)	$600.00	$14,400
HR Processing	$150.00	$3,600
PM Orientation Hours	Hourly * 40 hours	$5,760
EMT Orientation Hours	Hourly * 40 hours	$4,560
Orientation/Training Facility	$8000.00	$8,000
Safety Gear	$350.00	$5,600
Supplies	$200.00	$3,200
	Total	**$53,496**

Figure 74: Estimated Hiring Costs for Sworn Firefighters

Cost Center	Cost Each	Total
Recruiting	$20.00	$240
Testing	$40.00	$480
Prints/DOJ	$49.00	$588
Background	$1,200.00	$14,400
Medical	$600.00	$7,200
HR Processing	$150.00	$1,800
PM Orientation Hours	Hourly * 40 hours	$9,216
EMT Orientation Hours	Hourly * 40 hours	$8,134
Orientation/Training Facility	$8000.00	$8,000
Safety Gear	$3,500.00	$42,000
Supplies	$200.00	$2,400
	Total	**$94,457**

Summary of Transportation Models

Not all presented models show a positive net cost recovery for the city. The subcontracting model uses a $250/ALS unit hour price point, which is over the top amount the city could pay with the current configuration. The cost recovery is one factor in choosing a model; the benefits and challenges must also be considered.

Figure 75: Ambulance Transport Model Summary

Model Costs/Revenues	Model #1 Firefighter	Model #2 AO	Model #3 Hybrid	Model #4 Subcontract	Model #5 AO/Sub
Personnel/Staffing Costs	$1,817,414	$1,638,184	$1,877,993	N/A	$969,286
Subcontracting Costs	NA	NA	NA	$5,256,000	$2,190,000
Operating Depreciation	$425,000	$425,000	$425,000	N/A	$255,000
Operating Costs	$391,040	$394,720	$394,720	$75,600	$264,800
Administration Costs	$312,578	$312,578	$312,578	$141,063	$312,578
Total Other Expenses	NA	NA	NA	NA	NA
12-Hour OT Staffing	$445,325	N/A	N/A	N/A	N/A
Total Operational Costs	**$3,391,357**	**$2,770,482**	**$3,010,291**	**$5,472,663**	**$3,991,664**
Margin/Roll-Over Account/Fund	$339,136	$277,048	$301,029	$547,266	$399,166
Billing (4.00% Net Collections)	$193,362	$193,362	$193,362	$193,362	$193,362
PP-GEMT Payments	$765,353	$765,353	$765,353	$765,353	$765,353
Miscellaneous Extras @ 5%	NA	NA	NA	NA	NA
Total Administrative Costs	**$1,297,850**	**$1,235,763**	**$1,259,744**	**$1,505,981**	**$1,357,881**
Total Revenue	$4,834,044	$4,834,044	$4,834,044	$4,834,044	$4,834,044
Total Costs	$4,689,208	$4,006,244	$4,270,035	$6,978,644	$5,349,545
Total System Cost per Unit Hour	$214.12	$182.93	$194.98	$318.66	$244.27
NET Revenue	$144,836	$827,799	$564,009	($2,144,600)	($515,501)
Contractual Revenue	$318,000	$318,000	$318,000	$318,000	$318,000
Model Net Revenue (Loss)	**($173,164)**	**$509,799**	**$246,009**	**($2,462,600)**	**($833,501)**

NOTE: Each model maintains a 10% Margin account that should be considered along with the Model's Net Revenue (Loss) totals.

Figure 76: Ambulance Transport Model Summary (Unit Hour/Net Recovery)

Ambulance Transport Models	Unit Hour Cost	Net Cost Recovery
Model #1—Firefighter Model	$214.12	($173,164)
Model #2—Ambulance Operator Model	$182.93	$509,799
Model #3—Hybrid FF/AO Model	$194.98	$246,009
Model #4—Subcontracting Model*	$318.66	($2,462,600)
Model #5—Hybrid AO/Subcontracting Model	$244.27	($833,501)

*The subcontracting model is set at a $250.00 unit hour price for the private provider; the additional $68 represents additional costs to the City, itemized in the cost analysis.

APPENDIX A: TABLE OF FIGURES

Figure 1: NCFD Overall Service Area 15
Figure 2: Criteria Utilized to Determine Fire Station Condition 19
Figure 3: Station 34 20
Figure 4: Station 31 21
Figure 5: Station 33 22
Figure 6: Summary of the NCFD Fire Station Features (2022) 23
Figure 7: Criteria Used to Determine Apparatus & Vehicle Condition 24
Figure 8: NCFD Fleet Inventory (2022) 25
Figure 9: Economic Theory of Vehicle Replacement 26
Figure 10: Data Skew 30
Figure 11: Overall EMS Incident Density (2020–2024) 32
Figure 12: Ambulance Assigned Incidents (2021–2024) 33
Figure 13: Top 10 Addresses (2021–2024) 34
Figure 14: Annual Incident Volume (2020–2024) 35
Figure 15: Monthly Incident Demand Variation (2020–2024) 35
Figure 16: Variation by Weekday (2020–2024) 36
Figure 17: EMS Hotspot Counts DAYTIME (2020–2024) 37
Figure 18: EMS Hotspot Counts NIGHTTIME (2020–2024) 38
Figure 19: Incident Volume Percent by Hour (2020–2024) 39
Figure 20: Incident Demand by Hour and Day (2020–2024) 40
Figure 21: Concurrent Incidents Totality (2020–2024) 41
Figure 22: Concurrent Incidents by Year (2020–2024) 41
Figure 23: NCFD Average Unit Type Commit Time by Incident Category (2020–2024) 42
Figure 24: AMR Average Unit Type Commit Time by Incident Category (2020–2024) 42
Figure 25: Predicted Total Number of Units Needed by Hour and Day (2024) 44
Figure 26: 4-Minute Drive Time 45
Figure 27: 8-Minute Drive Time 46
Figure 28: Response Time Continuum 48
Figure 29: Alarm Processing Time Performance (2019–2021) 48
Figure 30: NCFD System Turnout Time Performance (2020–2024) 49
Figure 31: NCFD EMS System Travel Time Performance (2020–2024) 50

Figure 32: NCFD EMS Response Time Performance (2020–2024) 50
Figure 33: NCFD EMS Total Response Time Performance (2020–2024) 51
Figure 34: 17-Year Population Forecast with 95% Confidence Bands 54
Figure 35: 2023 Population Distribution 55
Figure 36: Service Demand Projection to 2041 56
Figure 37: Medicare and Medi-Cal Allowable Charges 63
Figure 38: Calculated Payer Mix 68
Figure 39: Authorized National City Rates for Services 69
Figure 40: Transportation Reimbursement Calculation 69
Figure 41: Payer Mix Reimbursement 70
Figure 42: Standard Unit Hour Utilization Rates 72
Figure 43: Determining Adequate TOT 24 hours 73
Figure 44: Number of Incident Responses by Unit (2020–2024) 73
Figure 45: UHU/Medical Aid Information 74
Figure 46: National City Current Reimbursements 80
Figure 47: PP-GEMT Program Steps and Cycle 87
Figure 48: PP-GEMT Cost/Cost Recovery Estimations 2024 90
Figure 49: Estimated Additional Costs When Providing Transport Directly 96
Figure 50: Summary of Operating Costs 97
Figure 51: Model #1—Firefighter Staffing Costs 99
Figure 52: Model #1—Firefighter Model Operational Costs 100
Figure 53: Model #1—Additional System Costs 100
Figure 54: Model #1—Total System Summary 101
Figure 55: Model #2 - Ambulance Operator Staffing Costs 103
Figure 56: Model #2—Ambulance Operator Model Operational Costs 105
Figure 57: Model #2—Additional System Costs 105
Figure 58: Model #2—Total System Summary 105
Figure 59: Model #3—Hybrid Sworn/Non-Sworn Staffing Costs 107
Figure 60: Model #3—Hybrid Model Operational Costs 107
Figure 61: Model #3—Additional System Costs 108
Figure 62: Model #3—Total System Summary 108
Figure 63: Model #4—Subcontracting Model Costs 110
Figure 64: Model #4—Subcontracting Model Operational Costs 110
Figure 65: Model #4—Additional System Costs 110

Figure 66: Model #4—Total System Summary 111
Figure 67: Model #4—Total System Summary (Alternate) 112
Figure 68: Public Provider—Subcontracting Review 113
Figure 69: Model #5—Hybrid Subcontracting Staffing Costs 114
Figure 70: Model #5—Hybrid Subcontracting Model Operational Costs 115
Figure 71: Model #5—Additional System Costs 115
Figure 72: Model #5—Total System Summary 115
Figure 73: Estimated Hiring Costs for Non-Sworn Employees 119
Figure 74: Estimated Hiring Costs for Sworn Firefighters 119
Figure 75: Ambulance Transport Model Summary 120
Figure 76: Ambulance Transport Model Summary (Unit Hour/Net Recovery) 121

RESOLUTION NO. 2025 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, ACCEPTING THE EMERGENCY MEDICAL SERVICES (EMS) TRANSPORTATION & OPTIMIZATION STUDY CONDUCTED BY AP TRITON CONSULTING AND DIRECTING THE CITY MANAGER TO PURSUE THE DEVELOPMENT OF A MUNICIPAL AMBULANCE TRANSPORT SYSTEM.

WHEREAS, the National City Fire Department (NCFD), in coordination with AP Triton Consulting, conducted a comprehensive Emergency Medical Services (EMS) Transportation & Optimization Study to evaluate operational performance, financial sustainability, and long-term service delivery models; and

WHEREAS, the study found that the NCFD currently provides a high-performing Advanced Life Support (ALS) first-response system covering approximately nine square miles and responding to over 10,000 incidents annually, nearly half of which are medical in nature; and

WHEREAS, through its operational and financial assessment, AP Triton identified a significant opportunity to improve fiscal sustainability, system reliability, and local control by transitioning to a City-operated municipal ambulance transport model; and

WHEREAS, among the five delivery models evaluated, the Ambulance Operator Model—staffed by non-sworn EMTs and paramedics—produced the strongest financial outcome, with an estimated annual surplus of $509,799 while maintaining service reliability; and

WHEREAS, the analysis revealed that a City-operated model would enable participation in federal and state reimbursement programs, including the Public Provider Ground Emergency Medical Transport (PP-GEMT) program and the Quality Assurance Fee (QAF) program, which together could yield an estimated annual fiscal benefit exceeding $900,000; and

WHEREAS, when combined with PP-GEMT reimbursement, the system achieves the highest long-term return on investment, providing both fiscal stability and operational control; and

WHEREAS, the study further recommends adopting a public provider framework, leveraging supplemental funding programs, implementing an enterprise fund model, investing in a permanent Fire Station 33, and maintaining data-driven oversight using continuous QA/QI performance metrics; and

WHEREAS, the findings demonstrate that a City-operated ambulance transport system would enhance service reliability, improve fiscal sustainability, and align with National City's goal of providing equitable, high-quality emergency medical care to all residents.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NATIONAL CITY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That the City Council hereby accepts and files the Emergency Medical Services (EMS) Transportation & Optimization Study conducted by AP Triton Consulting.

Section 2. That the City Council also hereby authorizes the City Manager to evaluate the costs associated with the study's recommendations as part of the subsequent development phase and recommendations will be brought back to the City Council for approval.

Section 3. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED and ADOPTED this 18th day of November, 2025.

_____
Ron Morrison, Mayor

ATTEST:

_____
Shelley Chapel, MMC, City Clerk

APPROVED AS TO FORM:

_____
Barry J. Schultz, City Attorney